

CEOs for Gender Equity (CGE) – Paid Parental Leave Policy

1. Purpose

The purpose of the CGE Paid Parental Leave Policy is to support and provide financial assistance to employees who are becoming parents by offering a period of paid leave.

2. Eligibility

All CGE employees are eligible for this policy.

3. Duration

Eligible employees will be entitled to receive 12 weeks of paid parental leave. Superannuation contributions will continue to be paid on periods of unpaid parental leave.

4. Benefits

During the paid parental leave period, eligible employees will receive a benefit equivalent to 100% of their regular salary. This benefit will be subject to deductions for taxes and other applicable withholdings.

5. Application Process

To apply for CGE's Paid Parental Leave, employees must:

Notify the Chief Executive Officer in writing at least 12 weeks before the expected start of their leave. Submit a completed application form, along with any required supporting documentation such as medical certificates.

6. Return to Work

At the end of the paid parental leave period, employees are expected to return to their regular duties and work schedule. CGE will make reasonable efforts to accommodate any necessary adjustments to help ease the transition back to work.

7. Confidentiality

All information related to an employee's parental leave application, status, and return to work will be treated as confidential and handled with the utmost discretion.

8. Policy Review

This policy will be reviewed periodically to ensure its effectiveness and relevance. Any necessary updates will be communicated to employees in a timely manner.

By implementing this Paid Parental Leave Policy, CGE aims to promote a supportive work environment that values the well-being of its employees and acknowledges the importance of work-life balance during the transition to parenthood.

18 August 2023