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**MODIFICATION OF ARTICLE V. LEAVES SECTION 5.03 BEREAVEMENT LEAVE  
TO THE COMPENSATION AND BENEFITS PROFILE FOR CITY OF ONTARIO  
CONFIDENTIAL / SPECIALIZED CONFIDENTIAL EMPLOYEES**

The Compensation and Benefits Profile for Department Head City of Ontario Employees is revised effective January 1, 2023 to comply with California Assembly Bill 1949 (AB1949) which amended the California Family Rights Act (CFRA). The revised CFRA provides employees with up to five (5) days of protected bereavement leave time off in the event of the death of an immediate family member.

**Section 5.03 Bereavement Leave**

- A. In the event of a death in the employee's immediate family, the employee shall be granted three (3) working days of paid bereavement leave. Such bereavement leave shall not be charged against any accrued annual leave or management leave. Employees shall be granted an additional two (2) working days of unpaid bereavement leave in the event of a death in the employee's immediate family member. The employee may elect to use accrued time off including annual leave or management leave to cover the unpaid portion of their bereavement leave.
- B. A total of five (5) working days of paid bereavement leave shall be granted if there is a death in the immediate family outside the State boundaries or in excess of 250 miles from the employee's home. Such bereavement leave shall not be charged against the employee's annual leave or management leave.
- C. Bereavement leave shall be completed within three (3) months of the date of death of the immediate family member. The days of bereavement leave need not be consecutive.
- D. Immediate family for this provision is defined as the following relationships relative to the employee: child, including biological, adopted, or foster child, stepchild, legal ward, or a child to whom the employee stands in loco parentis; biological, adoptive, or foster parent, stepparent, or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child; spouse; registered domestic partner; grandparent; grandchild; sibling; or any other relationship included in the definition of "family member" in California labor code section 245.5 (4)(c) or successor legislation.

Approved:

  
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Angela Lopez, Executive Director Human Resources / Risk Management

1/8/23  
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Date