

## **2024 New York Paid Family Leave Policy**

New York Paid Family Leave (*NY PFL*) is granted to employees to care for their families in times of need. It provides job-protected, paid time off to employees who need time away from work to:

- **Bond with a child:** An employee can take time to bond with a newly born, adopted, or fostered child within the first 12 months of birth or placement.
- **Care for a family member:** An employee can take time to care for a spouse, domestic partner, child/stepchild, sibling (biological, adopted, half, and step), parent/stepparent, parent-in-law, grandparent, or grandchild with a serious health condition.
- **Assist a service member:** An employee can take time to assist when their spouse, domestic partner, child, or parent is called to active military service abroad.

### **What are the benefits?**

Eligible employees can take up to **12 weeks of PFL** and receive **67%** of their average weekly wage (AWW), up to a cap of **67%** of the New York State Average Weekly Wage (NYSAWW).

For 2024, the New York State Average Weekly Wage (NYSAWW) is **\$1,718.15** and the maximum weekly benefit is **\$1,151.16**.

### **Who is eligible for Paid Family Leave?**

Covered employees are eligible to take PFL for a qualifying event once they have met the minimum requirements:

- **Full-time employees:** Employees who work a regular schedule of 20 or more hours per week are eligible after 26 consecutive weeks of employment with their employer.
- **Part-time employees:** Employees who work a regular schedule of less than 20 hours per week are eligible after working for their employer for 175 days, which do not need to be consecutive.

Citizenship and/or immigration status is not a factor in employee eligibility.

### **Employer's Responsibility:**

Standard Motor Products ensures that employees' PFL benefit aligns with the law's requirements. Eligible employees on PFL will receive payments from our leave vendor Reliance Matrix via checks or ACH. Once received, SMP will deduct your pay by the amount of PFL pay received from Reliance Matrix to counterbalance your regular pay. This will ensure that you receive your regular salary during your leave.

### **How to get started:**

1. Inform Human Resources of your upcoming leave
2. Contact Reliance/Matrix at **1-877-202-0055** to take NY PFL and FMLA (*if applicable*)
3. During or after your leave, confirm with Human Resources you have received and cashed your NY PFL checks to deduct your SMP pay.

For inquiries regarding our NY PFL policy, please contact the benefits team at [benefits@smpcorp.com](mailto:benefits@smpcorp.com).