

11. Reproductive Health Policy (Sample)

Policy: **Reproductive Health Policy**

Policy #:

Approved by:

Effective:

Revised:

PREAMBLE: (Company Name) is committed to providing a work environment which helps prospective parents have a healthy pregnancy and baby, continue their work responsibilities and resume work after their baby is born.

POLICY:

Pregnancy is a pivotal point in the personal life of our employees and every effort will be made to accommodate a safe and healthy work environment during the pregnancy and a smooth return to work for both parents.

SCOPE: all employees of (company name)

PROCEDURE:

Pregnant employees can be assured of a smoke free workplace.

Pregnant employees will be assigned to light duty work assignments, if necessary.

Pregnant employees are permitted to explore flexible, part-time and job sharing options if necessary.

An employee and family assistance program (EAP) is available to all staff. Employees on pregnancy leave will receive wage top-up until end of one year parental leave.

Employees on maternity leave can apply to extend their paternity leave up to 6 extra months if necessary.

Paid parental leave is available to either parent in whatever time frame is acceptable to the couple. (i.e. the couple may decide to split the parental leave between the parents) and this will be accommodated for employees of (company name) who are the non-childbearing parent.

Insert Policy Number here

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