

EmployeeLeaveChecklist

Bh

STEP 1: INFORMATION TO READ AND REVIEW

Domestic Violence, Harassment, Sexual Assault or Stalking Protection Rights Notice

STEP 2: COMPLETE LEAVE REQUEST FORM

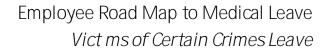
Victims of Certain Crimeseave Request Formcomplete and return to HR

STEP 3: CERTIFICATION

Provide HR with appyof a document from law enforcement, the court system, a police report or restraining order, a letter or other document from an attorney, counselor, domestic violence of sexual assault victim service provider, a health care professional, or a clergy rbem

STERS: RETURN TO WORK

Notify HR at the time of your return





Informat on to Read and Review

» Domest c Violence, Harassment, Sexual Assault or Stalking Protect ons Employee Rights Not ce



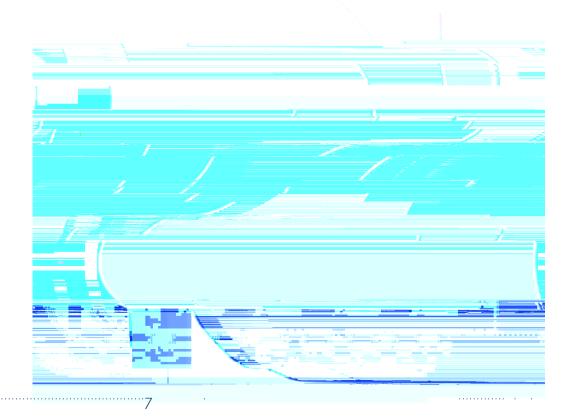
Complete Leave Request Form

» Vict ms of Certain Crimes Leave Request Form—complete and return to HR



Cert f cat on

Provide HR with a copy of a document from law enforcement, the court system, a police report or restraining order, a let er or other document from an at orney, counselor, domest c violence of sexual assault vict m service provider, a health care professional, or dergy member.



Victims of CertainCrimesLeaveof AbsenceRequestForm

EMPLOYBE AVEREQUEST

EmployeeName:3 1 Tf 4.1038 0275 0 TD D 0 Tc <00 T52EmplEmployee