



FEBRUARY 2025

THE UWI REVISES PATERNITY LEAVE TO CONFORM WITH GOJ POLICY

Introduction

Clause 11 of the 2014–2017 Heads of Agreement shall be superseded by the following:

Paternity Leave is a scheduled period of absence from duties with pay to which male employees are entitled for the purpose of spending time with, nurturing and caring for a new-born child.

Entitlement

- I. A period of twenty (20) working days with pay;
- II. Male employees are entitled to Paternity Leave on no more than (3) occasions.

Eligibility

The following conditions must be satisfied for Paternity Leave to be granted:

- I. Full-Time male employees in the bargaining unit, aged eighteen (18) years and above, with at least (12) months of continuous service;
- II. The employee must provide official documentation that he is the Registered Father of the child.

Administration

- I. Paternity leave can only be granted within the first 6 months of the delivery.
- II. Multiple births of the same pregnancy (twins, triplets etc.) will not increase the number of days that will be granted for Paternity Leave.
- III. Paternity leave can only be accessed after six (6) months of a previously granted period of Paternity Leave.
- IV. Paternity leave can be granted as one full allotment or in two instalments at the request of the applicant. The minimum period of one instalment is five (5) working days.
- V. If additional time is needed after the expiration of paternity leave, approval may be granted for the utilisation of vacation leave to which the employee is entitled and/or leave without pay up to ten (10) working days at the discretion of the University.
- VI. If additional time is needed after the expiration of paternity leave by an *Academic staff member who is entitled to Leave of Absence*, the University may grant a further ten (10) days leave of absence and/or leave without pay up to (10) working days at the discretion of the University.

Application

Applications for Paternity Leave shall be made to the Vice Chancellor or Campus Principal on the relevant form (available online or from the Human Resource Management Division) through the Head of Department or relevant academic or administrative head, as appropriate. Such applications must be supported by a statement from a medical doctor indicating that the staff member's partner has given birth to a child or that the birth of a child is imminent.

PENSIONS

CHECK YOUR BALANCES

Visit the Hartlink website by clicking on the link below:
www.hartlinkonline.co.uk/uwi-fssu/hopl.chi/wui/