Paid Family Leave Insurance
Coverage Provided by:

Metropolitan Life Insurance Company

State of New York

Covering Employees of:

Metropolitan Life Insurance Company

State of New York

Paid Family Leave is insurance that provides job protected paid time off to:

• Bond with a newly born, adopted, or fostered child
• Care for a family member with a serious health condition
• Assist loved ones when a family member is deployed abroad on active military service

How to File:

• Notify your employer at least 30 days in advance, if foreseeable, or as soon as possible
• Submit the Request for Paid Family Leave form to your employer
• Complete and attach the additional documentation as instructed on the request form and submit to the insurance carrier listed below

Employers should NEVER discriminate or retaliate against anyone who requests or takes Paid Family Leave

You can get forms to take Paid Family Leave from

• Your employer,
• The insurance carrier below, or
• ny.gov/PaidFamilyLeave

FOR MORE INFORMATION AND HELP:
Visit ny.gov/PaidFamilyLeave
or call (844) 337-6303

Policy #:
211911

Effective From: 01/01/2019
Effective To: 01/01/2020

Statutory ☐ Under a Plan or Agreement ☐

Class(es) of Employees Covered:
Management/Confidential employees

NOTICE OF COMPLIANCE
PRESCRIBED BY THE CHAIR, WORKERS’ COMPENSATION BOARD
THIS NOTICE MUST BE POSTED CONSPICUOUSLY IN AND ABOUT THE EMPLOYER’S PLACE OR PLACES OF BUSINESS.