

ARTICLE XI - BEREAVEMENT LEAVE

If there is a death in the family, the employee may be excused from work and be paid at the regular straight time rate for the excused time, under these conditions:

- A. Pay will be limited to the necessary time lost from the regular schedule not to exceed three (3) work days. Additional day(s) may be granted for travel or other justifiable reasons, such time to be deducted from sick leave.
- B. The appropriate administrator should be notified of the death as soon as possible.
- C. Family is defined to include the following:

Wife or Husband	Mother-in-law	Grandchildren
Mother	Father-in-law	Grandmother
Father	Son-in-law	Grandfather
Children	Daughter-in-law	Half Brother
Brother	Sister-in-law	Half Sister
Sister	Brother-in-law	Aunts and Uncles
Spouse's Grandparents	Niece	Nephew
Member of Household (Immediate Blood)		