



**RANCHO
SAN MIGUEL**
MARKETS

DATE: January 5, 2023

TO: All PAQ, Inc. Employees

FROM: Janice Bloudoff, Vice President – Human Resources

RE: Changes to Bereavement Leave – Effective January 1, 2023

The State of California passed AB1949 which requires employers to provide five days of unpaid bereavement leave to eligible employees effective January 1, 2023.

So – we've made some changes to our bereavement leave. We will continue to offer three days of paid bereavement leave to eligible employees and provide an additional two days leave unpaid. The employee can opt to use vacation or sick leave for those two additional days.

The new Bereavement Leave policy reads as follows:

Bereavement Leave

FOOD 4 LESS/RANCHO SAN MIGUEL MARKETS understand that death can have a deep impact on an individual or family. For employees who have completed 30 days of continuous employment, FOOD 4 LESS/RANCHO SAN MIGUEL MARKETS will provide you with up to five days of bereavement leave for the death of a qualifying family member.

For purposes of this policy, an immediate family member includes the following:

- Spouse
- Child (including foster children and step-children)
- Parent (including legal guardian and step-parent)
- In-laws (including mother and father-in-law)
- Grandparent
- Grandchild
- Sibling
- Domestic partner

The company will pay you at your regular hourly rate, for your regularly scheduled hours, up to eight (8) hours per day, for up to three (3) scheduled working days within three months of the family member's death. The remaining two (2) days will be unpaid unless the employee elects to use accrued vacation, sick leave, or other compensatory time off.

Bereavement can be taken all at once or intermittently.

You may be granted up to one day to attend the funeral of a relative or personal friend not within the definition of "immediate" family. This time off will be unpaid and will be considered a personal leave of absence. Time off for deaths outside the "immediate" family will be provided on a case-by-case basis at the discretion of your Store Director.

If you request bereavement leave, please work with your immediate supervisor or the Store Director at the earliest opportunity so that he or she can try to arrange for coverage during your absence.

PAQ, INC. 100% EMPLOYEE OWNED

17935 Murphy Parkway
Lathrop, CA 95330

Office 209.858.9411
Fax 209.858.1437

myfood4less.com
ranchosanmiguelmarkets.com