



Paid Parental Leave Policy

Policy # WF024
Effective:

Policy Owner: Director, Office of Human Resources

Policy Contact: Labor Relations Manager, Office of Human Resources

Policy Statement

The Minnesota Department of Transportation (MnDOT) fully adopts the statewide policy, [Paid Parental Leave, HR/LR #1435](#).

Reason for Policy

Minnesota Management and Budget's (MMB) Statewide Operating Policy requires each agency to adopt the statewide policy, provide paid parental leave to eligible employees, and coordinate leave with other paid and unpaid leave entitlements under federal and state law, state policies, and bargaining agreements.

MMB ensures that its statewide policy is accurate, updated, and that relevant interpretations of the law are considered.

Applicability

All MnDOT employees must comply with MnDOT policies.

Key stakeholders affected by this policy include:

- Employees Eligible for Paid Parental Leave
- Office of Human Resources

Responsibilities

Employees Eligible for Paid Parental Leave (PPL)

- Provide reasonable notice to the Office of Human Resources in advance of taking PPL.

Office of Human Resources

- Coordinate PPL with other paid and unpaid leave entitlements under federal and state law, state policies, and collective bargaining agreements and plans.

Policy Owner (Director, Office of Human Resources)

- Review policy every two years, or whenever MMB makes changes to its statewide policy, to ensure policy remains up-to-date.

- Work with Policy Coordinator to revise policy, as needed.
- Communicate new policies as well as revisions, reviews, and retirements to stakeholders.

Resources & Related Information

Resources

- [Statewide Policy, Paid Parental Leave, HR/LR #1435](#) (pdf)
- [General Memo 2016-1, Paid Parental Leave: Frequently Asked Questions](#) (pdf)
- [State Parenting Leave Statute - §181.941](#)
- [Family Medical Leave Policy](#)
- [Collective Bargaining Agreements and Plans](#)
- MnDOT's [Policy Website](#)

History & Updates

Title: *Paid Parental Leave Policy (2020)*

Revision	Date	Comments
Initial Adoption		Policy #WF024 adopted
1 st Revision		
2 nd Revision		
3 rd Revision		

Authorization

Policy Owner:

Signature: _____

Print Name: _____

Date: _____

Governance Committee has reviewed this policy and recommends approval:

Signature: _____

Print Name: _____

Date: _____

Responsible Senior Officer:

Signature: _____

Print Name: _____

Date: _____

Policy Review

This policy has been reviewed by the Policy Owner, the policy content is current, and no significant modifications are needed. Minor modifications have been noted in the "Comments" section.

Date	Policy Owner Signature	Comments