

April 2023

Benefits News

Benefits Administration Office 6192 Kingsway, Burnaby, BC V5J 1H5
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Available on our website

- Mental Health & Wellness resource guide
- Plan Booklets
- Claim forms
- Office hours and contact information

Contact the Benefits Office when you:

- Move
- Marry or separate from a partner
- Have children
- Are on WCB
- Are sick/injured
- Are laid off
- Need to clarify your hourbank
- Want to obtain retirement information and/or calculations

BEREAVEMENT & JURY DUTY LEAVE

EFFECTIVE MAY 1, 2023 your Short-Term Disability benefit will cover bereavement leave and jury selection/duty. These benefits will be paid at the daily Wage Indemnity rate, currently \$130.00. You must be *actively working* to be eligible for these benefits.

Claim forms can be obtained by contacting the Benefits Administration Office.

BEREAVEMENT LEAVE

The Plan will pay up to:

5 days in the event of the death of a spouse/common-law spouse, child, step-child.

3 days in the event of the death of a parent, step-parent, sibling, or step-sibling, grandparent, or grandchild.

A government issued Death Certificate or Statement of Death issued by the funeral home must be submitted with your claim form.

JURY SELECTION

The Plan will pay for the day you are absent from work to attend the courthouse for jury selection. The summons letter from the BC Sheriff Service must be submitted with your claim form.

JURY DUTY

If you are selected for jury duty, the Plan will pay for the day(s) you are absent from work. The fee receipt showing the dates served from the BC Sheriff Service must be submitted with your claim form.

Mental Health & Wellness resource guide

We have created a helpful resource library outlining free and pay-for-service benefits that are eligible for reimbursement on your Extended Health Plan.

Available on our website or scan the QR code below.



Contact us with your e-mail address to receive e-newsletters