

PERSONNEL POLICY NO. 13 - HEALTH AND WELFARE BENEFITS

13.1 HEALTH INSURANCE

Regular employees who regularly work at least thirty (30) hours per week will be eligible for any health benefits the Tribe may offer, beginning ninety (90) days after the first day of the month following their employment date. Upon eligibility, employees will receive a plan summary.

13.2 LEGISLATED AND OTHER BENEFITS

13.2.1 Workers' Compensation Insurance

The Tribe furnishes workers' compensation insurance coverage. The insurance provides medical, surgical, and hospital treatment in addition to payment for loss of earnings that result from work related injuries.

13.2.2 State Disability Insurance

The Tribe provides coverage under California's state disability insurance plan (SDI), which provides limited protection for loss of earnings due to non-work related accident or illness.

13.2.3 Unemployment Insurance

The Tribe provides employees with unemployment insurance. Employees must file a claim and meet certain legal requirements in order to qualify for this benefit. For further information contact the California Employment Development Department.

13.2.4 Social Security

Employees are covered under the provisions of the federal social security law (FICA). The amount of deduction from employees' wages for social security taxes is matched by the Tribe. The total contribution by the employee and the Tribe is credited toward the employee's social security benefits.

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13.2.5 Voting Time Off

Employees who are voters may request vacation time off to vote at statewide elections. Such time off shall require the prior approval of the employee's immediate supervisor.

13.2.6 Military Leave

Employees who are members of the Armed forces of the United States will be granted leaves of absence in accordance with federal laws governing such leaves. The employee will be required to furnish a copy of his/her orders at the time that the leave of absence is requested.

13.2.7 Jury Duty

An employee required to serve on jury duty must notify his/her supervisor immediately once she/he receives notice to report for jury duty. Proof of serving on jury duty, and a copy of payments made to the employee must be submitted with the time sheet. The Tribe shall pay the difference between salary and fees paid for jury duty for a period not to exceed fourteen (14) days each year.