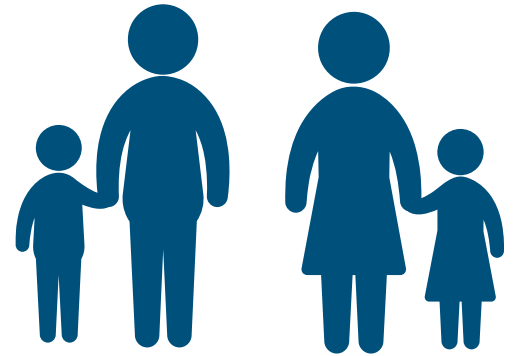


PARENTAL LEAVE - TYPES OF LEAVE

For those who are about to become parents or who have young children, there are various types of leave.



MATERNITY LEAVE

This is the period when pregnant women cannot work:

- during the **2 months** prior to the presumed date of birth and up until the actual date of birth
- during the **3 months** after birth

A female worker may stop working, using the maternity leave, including beginning from the month prior to the presumed date of birth and up until four months following the birth of the child, as long as the doctor agrees.

The request must be sent before the start of the 8th month of pregnancy to INPS (the Italian social security institute) and to the employer.

The worker may also decide to work for the whole period prior to the birth and stay at home in the 5 months following the birth of the child, as long as the doctor agrees..

For the period of mandatory maternity leave, the worker is entitled to be paid 80% of her remuneration.

MOTHER'S DAILY REST PERIODS

During the 1st year of the child's life, working mothers have the right to:

- 2 hours of rest per day;
- or
- 1 hour of rest per day, if her daily working hours are less than 6.

PATERNITY LEAVE

Fathers have the right to paternity leave if:

- the mother is dead or seriously ill;
- the child has been abandoned by the mother;
- the father has exclusive custody of the child.

In addition, working fathers who are employees have the right to use, within the first 5 months of the child's life:

- **mandatory leave** of 10 working days when the child is born;
- **optional leave** of 1 day, instead of the working mother.

These two types of leave are remunerated at 100%. You must submit a request to your employer with at least 15 days' notice.i.

FATHER'S DAILY REST PERIODS

Working fathers are granted these:

- if the children are in the father's exclusive custody;
- instead of the working mother who is an employee but who does not use them;
- if the mother is not an employee or does not work;
- if the mother is dead or seriously ill;
- In the event of a multiple birth, the daily rest periods are doubled and the additional hours may also be used by the father.

The rest periods are considered working hours for the purposes of the length and remuneration of the work.



CHILD SICKNESS LEAVE

Parents have the right not to work, alternately, when each child who is 3 years old or younger is sick, without any limit.

For the sickness of each child from 3 to 8 years old, each parent has the right to be absent from work for 5 working days per year.

If a child is affected by a serious disability, specific types of leave are provided for. Leave does not give you the right to any economic compensation.

PARENTAL LEAVE

In the first 12 years of the child's life, each parent may request parental leave. For each child, the overall limit for leave used by both parents is 10 months (or 11 in certain circumstances).

THE FOLLOWING ARE ENTITLED TO SUCH:

- working mothers, once the period of maternity leave has expired, for a continuous or split period of no more than 6 months;
- working fathers, from the birth of the child, for a continuous or split period of no more than 6 (7 months under certain circumstances);
- if there is only one parent, for a continuous or split period of no more than 10 months.

Parental leave may also be requested by the parents simultaneously.

Parental leave periods that aren't used by one of the two parents may not be used by the other.

The leave period must be communicated to the employer with at least 5 days' notice and to INPS before the start of the absence.

During the parental leave period, workers have the right to:

- remuneration of 30% of their pay, for a maximum overall period, between the parents, of 6 months until the 6th year of the child's life;
- no compensation, for parental leave periods used beyond the 8th year of the child's life and up to the 12th.

MARRIAGE LEAVE

This is a period of leave from work of **15 days** that may only be requested when you marry.

All permanent and fixed-term employees **are entitled to it**.

The following **are not entitled to it**:

- workers who have been employed for less than one week;
- workers during a trial period;
- those who only marry in a religious ceremony, without civil validity;
- those who are not resident in Italy.

WHO TO CONTACT



PATRONAGE

Patronage offers assistance and protection to workers, retirees, and, in general, to all citizens within Italy, including foreigners, in managing bureaucracy and in knowing and exercising their rights.

Patronage provides information, assistance, and consultancy on:

- Pensions;
- Work injuries and occupational illnesses;
- Disabilities;
- Income support: family allowances, unemployment, and maternity;
- Immigration: requests for and renewal of permits to stay.

The majority of services offered by Patronage is free.

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