

**Grandview Municipality**  
**Bereavement Leave**  
Effective Date: December 2, 2015  
Resolution No 2015-456

**Purpose:**

The purpose of this policy is to outline the Municipality's policy regarding bereavement leave. Bereavement leave is designated to allow an employee time to make arrangements in the event of the death of a close family member.

**Definitions:**

Employee: A full-time, part-time, or seasonal employee.

**Procedure:**

An employee may be granted up to 5 days for the death of a:

- Spouse/Common Law Partner
- Father
- Mother
- Son
- Daughter
- Brother
- Sister
- Mother-in-Law
- Father-in-Law
- Grandparents
- Grandchildren

Such days may only be taken in the period which extends from the date of death upto and including the day following interment or 5 calendar days following the death, whichever is greater.

An employee may be granted up to 1 working day in the event of the death of an employee's aunt, uncle, brother-in-law, sister-in-law or for the purpose of attending the funeral as a mourner or pallbearer.

An employee may be granted additional leave, with or without pay at the discretion of the CAO.