



# Msaada kwa wazazi wapya kwenye likizo kutoka kazini

Msaada ikiwa wewe ni mzazi unayechukua muda mbali ya kazini ili kumlea mtoto mchanga au mtoto aliyeasiliwa hivi karibu.

## Parental Leave Pay

Malipo haya husaidia wazazi kuchukua muda kutoka kazini ili kuwa mlezi mkuu wa mtoto mpya.

Ikiwa unastahili, unaweza kupata hadi malipo ya wiki 18 kwa kiwango cha National Minimum Wage. Parental Leave Pay yatozwa ushuru. Tunayahesabu pia katika kipimo cha mapato ukipata malipo ya msaada wa mapato, kama vile Parenting Payment. Hii inamaanisha ikiwa ukipata Parental Leave Pay ndipo malipo yako ya msaada wa kipato yanaweza kupunguza au kuisha..

## Nani anaweza kuyapata?

Unaweza kupata Parental Leave Pay ikiwa wewe:

- ndiye ni mlezi mkuu wa mtoto mchanga au mtoto aliyeasiliwa mpya
- umepata chini ya \$150,000 katika mwaka uliopita wa kifedha
- umefanya kazi kwa miezi 10 ya miezi 13 kabla kuzaliwa au kuasili kwa mtoto wako, or have an exception to this
- umetosheleza masharti ya makazi.

Ili kupata Parental Leave Pay ya wiki 18 kamili unapaswa kuwepo likizo au kutofanya kazi kutoka tarehe ya kuzaliwa au kuasili kwa mtoto wako hadi mwisho wa muda wako wa Paid Parental Leave period. Kwa visa vingine bado unaweza kupata Parental Leave Pay hata ikiwa unarudi kazini au unafanya kazi. Hii ni kwa sababu zinazoruhusu, pamoja na:

- katika hali ya kuzaliwa kwa mtoto aliyekufa au kifo cha mtoto mchanga
- ikiwa mtoto wako anahitaji kukaa hospitalini moja kwa moja baada ya kuzaliwa na unarudi kazini siku 14 au zaidi baada ya kuzaliwa kwake
- ikiwa unahitaji kufanya kazi ili kutii na notisi ya kukuita kortini
- ikiwa wewe ni afisa wa majeshi au wa utekelezaji wa sheria anayefanya kazi kwa sababu ya kuita tena kwa lazima kazini
- ikiwa wewe na mtaalamu wa afya, mfanyakazi wa huduma za dharura au mfanyakazi muhimu mwengine, kujibu dharura ya jimbo, wilaya au kitaifa.

Wewe ni mfanyakazi muhimu kama wewe ni yeyote:

- una ustadi maalum ambao ni muhimu kwa kujibu dharura
- unahusisha kuzalisha bidhaa au kutoa huduma za muhimu kwa kujibu dharura.

Ikiwa wewe na mwajiri wako mnakubali, unaweza kuendelea kuwasiliana na mahali pako pa kazi bila kupoteza Parental Leave Pay yako. Hiyo inaweza kuwa kwa mambo kama kuhudhuria mkutano au kusasisha ustadi wako. Unaweza kupata hadi siku 10 za kuendelea kuwasiliana.

Ilkiwa wewe unajajiri, unaweza kufanya kazi za hapa na pale ili kuangalia biashara yako kuhakikisha inaendelea kufanya kazi. Unaweza kufanya hivi bila kupoteza ustahili wako kwa Parental Leave Pay.

Ikiwa huwezi kupata Parental Leave Pay, unaweza kupata Newborn Upfront Payment na Newborn Supplement. Unaweza kupata hiyo ikiwa unapata Family Tax Benefit Part A.

## Wakati unapoweza kuyapata

Wakati unapodai utachagua tarehe ya kuanza malipo. Tarehe yako ya kuanza haiwezi kuwa kabla ya tarehe ya kuzaliwa au kuasili mtoto.

Unaweza kuteua tarehe ya kuzaliwa au kuasili kama tarehe ya kuanza. Katika visa vingii, ili kufanya hivi, unahitaji kufanya yote mbili ifuatayo katika wiki 4 baada ya kuzaliwa au kuasili:

- kuwasilisha dai lako
- kutoa uthibitisho wa kuzaliwa au kuasili.

Ikiwa hufanyi hivi, tarehe yako ya kuanza inaweza tu kuwa kutoka tarehe ya ulipowasilisha ombi lako. Ikiwa unadai kwa kutumia kipimo cha kazi kilichopanuka, unaweza kuchagua tarehe ya kuzaliwa au kwa asili kama tarehe ya kuanza. Hii ni hata ikiwa ukidai au ukitoa uthibitisho wa kuzaliwa zaidi ya wiki 4 baadaye. Hata hivyo ikiwa unateua tarehe ya kuanza kutoka siku za kitambo, labda tumekulipa zaidi kupita kiasi. Hivi haviwezekani ikiwa, katika kipindi hiki sawa wewe au mpendzi wako anapata yoyote:

- Family Tax Benefit (Faida ya Ushuru wa Familia)
- malipo ya msaada wa kipato, kama Parenting Payment.

Ikiwa hii itatokea unaweza kuwa na deni nasi ambazo utahitaji kutulipa.

Unaweza pia kuteua tarehe ya kuanza ya baadaye.

Ili kupata wiki 18 kamili ya Parental Leave Pay, unahitaji kudai na kuteua tarehe ya kuanza. Unahitaji kufanya hivi isiyozidi:

- wiki 34 baada ya kuzaliwa au kuasili kwa mtoto, ikiwa hii ni kabla tarehe 1 ya Julai 2020
- wiki 40 baada ya kuzaliwa au kuasili kwa mtoto, ikiwa hii ni kwa au baada ya tarehe 1 ya Julai 2020.

Utapata malipo yako ya kwanza baada ya tarehe ya kuanza uliyochaguliwa.

## Jinsi utakavyopata Parental Leave Pay

Parental Leave Pay hulipwa kwa hadi ya wiki 18. Hizi ni siku 90 za kulipwa.

Ikiwa kuzaliwa au kuasili kwa mtoto wako ni kabla ya tarehe ya 1 Julai 2020, kipindi chako cha Paid Parental Leave kitakuwa muda moja unaoendelea wa hadi wa wiki 18.

Ikiwa kuzaliwa au kuasili kwa mtoto wako kunatokea siku ile au baada ya tarehe 1 Julai 2020, Parental Leave Pay yako itajumisha yote:

- kipindi kinchoendelea cha Paid Parental Leave hadi ya wiki 12 ambacho ni siku 60 za kulipwa
- siku za 30 Flexible Paid Parental Leave.

Ikiwa kuzaliwa au kuasili kwa mtoto wako kunatokea siku ile au baada ya tarehe 1 Julai 2020, unaweza kutumia siku zako za Flexible Paid Parental Leave kwa njia chache. Unaweza:

- kuziunganisha na kipindi chako cha Paid Parental Leave
- kuzipata baadaye kwa wakati unaofaa kwako, siku moja kwa wakati au kwa vitalu vya siku
- kumpa mtu mwingine kama vile mwenzi wako, ili atumie kwa siku ambazo anamtunza mtoto.

Unaweza kupata Flexible Paid Parental Leave kwa siku ambazo wewe:

- unatunza mtoto wako
- yupo kwenye likizo au kutofanya kazi
- unaridhi masheria za makazi.

Parental Leave Pay yako italipwa na yeyote mwajiri wako au sisi, kutegemea hali yako.

Ikiwa mwajiri wako anakulipa, utapata malipo yako katika mfuatano wa kawaida ya malipo yako. Tutafumbua hii pamoja na mwajiri wako.

Ikiwa hupati Parental Leave Pay yako kutoka kwa mwajiri wako, au ikiwa unajajiri, tutakulipa moja kwa moja kila wiki mbili.

Tunaweza kulipa siku zako za Flexible Paid Parental Leave katika wiki 104 ya kuzaliwa au kuasili kwa mtoto wako. Tatalipa siku zozote za Flexible Paid Parental Leave ambazo hujaunganisha na kipindi chako cha Paid Parental Leave.

## Dad and Partner Pay

Dad and Partner Pay ni malipo kwa hadi ya wiki 2. Inasaidia baba au wenzi kuchukua muda mbali ya kazi ili kumtunza mtoto mpya wako.

Ikiwa ukistahili, waweza kupata hadi ya malipo ya wiki 2 kwa kiwango cha National Minimum Wage. Tutakulipa moja kwa moja kwenye akaunti yako ya benki ulioteuliwa kwa malipo moja. Dad and Partner Pay yatozwa ushuru.

Unaweza kupa Dad and Partner Pay wakati wowote katika wiki 52 ya kuzaliwa au kuasili mtoto wako.

## Nani anaweza kuyapata?

Unaweza kuyapata Dad and Partner Pay ikiwa wewe ndiye yeyote:

- baba halisi ya mtoto
- mwenzi wa mama wa kuzaliwa
- mzazi wa kuasili au mwenzi wa mzazi wa kuasili
- mtu anayetunza mtoto aliyezaliwa kwa njia ya makubaliano ya mama mbadala kubeba mimba.

Pia unahitaji kutosheleza yote yafuatayo:

- hutoa ulezi kwa mtoto mchanga au mtoto mpya aliyeasiliwa
- umepata chini \$150,000 katika mwaka uliopita wa kifedha
- hufanyi kazi au unachukua likizo la kulipwa wakati wa kipindi chako wa Dad and Partner Pay, ila kama unafanya kazi kwa sababu zilizoruhusu
- unatosheleza kipimo cha kazi
- unatosheleza masharti ya makazi.

## Kipimo cha kazi kwa Parental Leave Pay na Dad and Partner Pay

Ili kupata Parental Leave Pay au Dad and Partner Pay, unahitaji kutoshelea kipimo cha kazi. Lazima umefanya kazi angalau masaa 330, yaani karibu siku 1 kwa wiki katika 10 ya miezi ya 13 yoyote.

- kabla ya kuzaliwa au kuasili kwa mtoto wako, kwa Parental Leave Pay

- kabla ya tarehe ya kuanza kipindi chako cha Dad and Partner Pay.

Kumbuka, tunahesbua miezi 10 kama siku 295 na miezi 13 kama siku 392.

Huwezi kuwa na pengo zaidi ya wiki 12 kati ya kila siku ya kazi.

Kuna mambo kadhaa ya pekee kwa kipimo cha kazi kwa kuzaliwa mapema mno na ugonjwa pamoja na hali ya tata unaohusishana na ujauzito. Ikiwa virusi vya korona (COVID-19) vimeathiri kazi yako, unaweza kutumia kipindi cha kipimo cha kazi ambacho kimerefushwa wakati unapodai. Ikiwa wewe unastahiki, tutarefusha kipindi chako cha kipimo chako cha kazi kutoka miwezi 13 hadi miezi 20 Unaweza kuyapata wakati yote mawili yafuatayo yanatumika:

- hakuna haja kwa wewe kuridhi kipimo cha kazi ya standard kwa sababu COVID-19 imeathirika ujira wako
- kuzaliwa au kuasili kwa mtoto wako ni kati ya tarehe ya 22 Machi 2020 na 31 Machi 2021.

Kwa Parental Leave Pay kuna utoaji wa Dangerous Jobs. Hii itatumika ikiwa unahitaji kuacha kazi kwa sababu kulikwa na hatari kwa ujauzito wako. Bado utahitaji kutosheleza kipimo cha kazi ili kupata Parental Leave Pay.

## Jinsi ya kudai Parental Leave Pay au Dad and Partner Pay

### 1. Pata Customer Reference Number (CRN)

Utahitaji kuthibitisha kitambulisho chako ili kupata CRN. Unaweza kufanya hivi yoyote mtandaoni au kupita kwa simu. Ikiwa unayo CRN tayari, itumia hii kuunganisha akaunti yako mtandaoni ya Centrelink kwa akaunti yako ya myGov.

### 2. Weka dai yako kwa kutumia akaunti yako ya mtandaoni ya Centrelink kwa kupitia myGov

Unaweza kufanya hivyo hadi miezi 3 kabla ya tarehe ya kutazamia kuzaliwa au kuasili kwa mtoto wako.

### 3. Tupe uthibitisho wa kuzaliwa au kuasili kwa mtoto wako

Baada ya kuzaliwa kwa mtoto wako utapata fomu ya Newborn Child Declaration kutoka hospitali au mkunga wako. Unaweza kupakia fomu hii mtandaoni.

Utahitaji pia kusajili kuzaliwa na Births, Deaths and Marriages Registry katika jimbo au wilaya yako.

## Haki za Likizo ya Mahali pa Kazi

Parental Leave Pay na Dad and Partner Pay hayatabadilisha haki zozote za likizo za mahali pako pa kazi.

Ili kupanga likizo, utahitaji kuzungumza na mwajiri wako. Unapaswa kujaribu kufanya hivi angalau wiki 10 kabla ya unapokusudia kuchukua likizo.

Unaweza kuwa na haki ya likizo ya mzazi bila malipo. Hii ni kama umefanya kazi zilizoendelea kwa mwajiri wako kwa miezi 12 au zaidi.

Ili kujifunza zaidi kuhusu ustahili wako wa likizo ya mahali pa kazi katika Kiingereza:

- enda kwa [fairwork.gov.au](http://fairwork.gov.au)
- piga simu kwa Fair Work Ombudsman kwenye **131 394**
- enda kwa [supportingworkingparents.humanrights.gov.au](http://supportingworkingparents.humanrights.gov.au)

## Kwa habari zaidi

- Piga simu kwa malipo yako ya kawaida na utujulishe unahitaji mkalimani. Tutapanga moja bure. Kwa orodha ya nambari zetu za simu, enda kwa [servicesaustralia.gov.au/phoneus](https://servicesaustralia.gov.au/phoneus)
- Pigia simu **131 202** ili kuongea nasi kwa lugha yako kuhusu malipo na huduma za Centrelink.
- Pigia simu kwa Translating and Interpreting Service (TIS National) kwenye nambari ya **131 450** ili kuongea nasi kwa lugha yako kuhusu malipo na huduma za Medicare na Child Support.
- Nenda kwa [servicesaustralia.gov.au/yourlanguage](https://servicesaustralia.gov.au/yourlanguage) ambapo unaweza kusoma, kusikiliza au kutazama habari kwa lugha yako
- Nenda kwa [servicesaustralia.gov.au/parentalleavepay](https://servicesaustralia.gov.au/parentalleavepay) au [servicesaustralia.gov.au/dadandpartnerpay](https://servicesaustralia.gov.au/dadandpartnerpay) kwa habari zaidi katika Kiingereza.
- Tembelea kituo cha huduma.

**Kumbuka:** simu kutoka simu yako ya nyumbani kwenda nambari za '13' kutoka popote nchini Australia zinatozwa kwa kiwango kamili. Kiwango hicho kinaweza kutofautiana kutoka bei ya simu ya mtaa na kinaweza pia kutofuatiana na watoaji huduma ya simu. Simu za nambari ya '1800' kutoka simu yako ya nyumbani hazina malipo. Simu kutoka simu za umma na za mkononi zinaweza kupimwa kwa muda wao na kutozwa kwa kiwango cha juu zaidi.

## Kanusho

Habari iliyomo kwenye chapisho hiki kimekusudiwa tu kama mwongozo kwa malipo na huduma. Ni jukumu lako kuamua ukitaka kuomba kwa malipo na kufanya ombi kulingana na hali yako fulani.



# Support for new parents on leave from work

Help if you are a parent taking time off work to care for a newborn or recently adopted child.

## Parental Leave Pay

This payment helps parents take time off work to be the primary carer of a new child.

If eligible, you can get up to 18 weeks pay at the rate of the National Minimum Wage. Parental Leave Pay is taxable. We also count it in the income test if you get an income support payment, such as Parenting Payment. This means if you get Parental Leave Pay your income support payment may reduce or stop.

## Who can get it?

You may get Parental Leave Pay if you:

- are the primary carer of a newborn or newly adopted child
- earned less than \$150,000 in the last financial year
- have worked 10 of the 13 months before the birth or adoption of your child, or have an exception to this
- meet residence rules.

To get the full 18 weeks of Parental Leave Pay you must be on leave or not working from the date of your child's birth or adoption until the end of your Paid Parental Leave period. In some cases you may still get Parental Leave Pay even if you return to work or are working. This is only for allowable reasons, including:

- in the case of stillbirth or infant death
- if your child needs to remain in hospital straight after birth and you go back to work 14 days or more after their birth
- if you need to work to comply with a court ordered summons
- if you are a defence force or law enforcement officer working due to a compulsory recall to duty
- if you are a health professional, emergency services worker or other essential worker, responding to a state, territory or national emergency.

You are an essential worker if you either:

- have specific skills essential in responding to an emergency
- are involved in producing goods or delivering services essential in responding to an emergency.

If you and your employer agree, you can keep in touch with your workplace without losing your Parental Leave Pay. This can be for things like attending a meeting or updating your skills. You can access up to 10 keeping in touch days.

If you are self employed, you can do occasional tasks to check on your business to ensure it stays operational. You can do this without losing your entitlement to Parental Leave Pay.

If you cannot get Parental Leave Pay, you may get Newborn Upfront Payment and Newborn Supplement. You may get this if you are getting Family Tax Benefit Part A.

## When you can get it

When you claim you will choose a start date. Your start date cannot be before the date of birth or adoption.

You can nominate the date of birth or adoption as the start date. In most cases, to do this, you need to do both of the following within 4 weeks after the birth or adoption:

- submit your claim
- provide proof of birth or adoption.

If you do not, your start date can only be from the date you submitted your claim. If you claim using the extended work test, you can nominate the date of birth or adoption as the start date. This is even if you claim or provide proof of birth more than 4 weeks after. However if you nominate a start date in the past, we may have paid you too much. This can happen if, in the same period, you or your partner got either:

- Family Tax Benefit
- an income support payment, such as Parenting Payment.

If this happens you may owe us money which you will have to pay back.

You can also nominate a later start date.

To get the full 18 weeks of Parental Leave Pay, you need to claim and nominate a start date. You need to do this no more than:

- 34 weeks after the birth or adoption of a child, if this is before 1 July 2020
- 40 weeks after the birth or adoption of a child, if this is on or after 1 July 2020.

You will get your first payment after your nominated start date.

## **How you will get Parental Leave Pay**

Parental Leave Pay is paid for up to 18 weeks. This is 90 payable days.

If your child's birth or adoption is before 1 July 2020, your Paid Parental Leave period will be a single continuous block of up to 18 weeks.

If your child's birth or adoption is on or after 1 July 2020, your Parental Leave Pay will include both:

- a continuous Paid Parental Leave period of up to 12 weeks which is 60 payable days
- 30 Flexible Paid Parental Leave days.

If your child's birth or adoption is on or after 1 July 2020, you can use your Flexible Paid Parental Leave days in several ways. You can:

- connect them to your Paid Parental Leave period
- access them later at a time that suits you, one day at a time or in blocks of days
- give them to another person such as your partner, to use on days that they have care of the child.

You can get Flexible Paid Parental Leave on days that you:

- are caring for your child
- are on leave or not working
- meet residence rules.

Your Parental Leave Pay will be paid by either your employer or us, depending on your circumstances.

If your employer pays you, you will get your pay in your usual pay cycle. We will work this out with your employer.

If you do not get your Parental Leave Pay from your employer, or if you are self employed, we will pay you directly every fortnight.

We can pay your Flexible Paid Parental Leave days within 104 weeks of your child's birth or adoption. We will pay any Flexible Paid Parental Leave days that you have not connected to your Paid Parental Leave period.

## Dad and Partner Pay

Dad and Partner Pay is a payment for up to 2 weeks. It helps fathers or partners take time off work to care for their new child.

If you are eligible, you can get up to 2 weeks pay at the rate of the National Minimum Wage. We will pay you directly into your nominated bank account in one payment. Dad and Partner Pay is taxable.

You can get Dad and Partner Pay any time within 52 weeks of your child's birth or adoption.

## Who can get it?

You may get Dad and Partner Pay if you are either the:

- biological father of the child
- partner of the birth mother
- adoptive parent or partner of an adoptive parent
- person caring for a child born of a surrogacy agreement.

You also need to meet all of the following:

- provide care for a newborn or newly adopted child
- earned less than \$150,000 in the last financial year
- not be working or taking paid leave during your Dad and Partner Pay period, except if you are working for an allowable reason
- meet the work test
- meet residence rules.

## Work test for Parental Leave Pay and Dad and Partner Pay

To get Parental Leave Pay or Dad and Partner Pay, you need to meet the work test. You must have worked for at least 330 hours, which is around 1 day a week, in 10 of the 13 months either:

- before the birth or adoption of your child, for Parental Leave Pay
- before the date your Dad and Partner Pay period starts.

Keep in mind, we count 10 months as 295 days and 13 months as 392 days.

You cannot have more than a 12 week gap between each work day.

There are some exceptions to the work test for premature birth and pregnancy related illness and complications. If coronavirus (COVID-19) affected your work, you may be able to use an extended work test period when you claim. If you are eligible, we will extend your work test period from 13 to 20 months. You can access it when both of the following apply:

- you do not meet the standard work test because COVID-19 affected your employment
- your child's birth or adoption is between 22 March 2020 and 31 March 2021.



For Parental Leave Pay there is a Dangerous Jobs provision. It will apply if you had to stop work because there was a risk to your pregnancy. You will still need to meet the work test to get Parental Leave Pay.

## How to claim Parental Leave Pay or Dad and Partner Pay

### 4. Get a Customer Reference Number (CRN)

You will need to establish your identity to get a CRN. You can do this either online or over the phone. If you already have a CRN, use it to link your Centrelink online account to your myGov account.

### 5. Lodge your claim by using your Centrelink online account through myGov

You can do this up to 3 months before your child's expected date of birth or adoption.

### 6. Give us proof of your child's birth or adoption

After your child's birth you will get a Newborn Child Declaration form from your hospital or midwife. You can upload this form online.

You will also need to register the birth with the Births, Deaths and Marriages Registry in your state or territory.

## Workplace leave entitlements

Parental Leave Pay and Dad and Partner Pay will not change any of your workplace leave entitlements.

To arrange leave, you will need to talk to your employer. You should try to do this at least 10 weeks before you intend to take leave.

You may have an entitlement to unpaid parental leave. This is if you have worked continuously for your employer for 12 months or more.

To learn more about your workplace leave entitlements in English:

- go to [fairwork.gov.au](http://fairwork.gov.au)
- call the Fair Work Ombudsman on **131 394**
- go to [supportingworkingparents.humanrights.gov.au](http://supportingworkingparents.humanrights.gov.au)

## For more information

- Call your regular payment line and let us know you need an interpreter. We will arrange one for free. For a list of our phone numbers, go to [servicesaustralia.gov.au/phoneus](http://servicesaustralia.gov.au/phoneus)
- Call **131 202** to speak with us in your language about Centrelink payments and services.
- Call the Translating and Interpreting Service (TIS National) on **131 450** to speak with us in your language about Medicare and Child Support payments and services.
- Go to [servicesaustralia.gov.au/yourlanguage](http://servicesaustralia.gov.au/yourlanguage) where you can read, listen to or watch information in your language.
- Go to [servicesaustralia.gov.au/parentalleavepay](http://servicesaustralia.gov.au/parentalleavepay) or [servicesaustralia.gov.au/dadandpartnerpay](http://servicesaustralia.gov.au/dadandpartnerpay) for more information in English.
- Visit a service centre.

**Note:** calls from your home phone to '13' numbers from anywhere in Australia are charged at a fixed rate. That rate may vary from the price of a local call and may also vary between telephone

service providers. Calls to '1800' numbers from your home phone are free. Calls from public and mobile phones may be timed and charged at a higher rate.

## **Disclaimer**

The information contained in this publication is intended only as a guide to payments and services. It is your responsibility to decide if you wish to apply for a payment and to make an application with regard to your particular circumstances.