



Paid Parental Leave scheme

与您的员工商讨 Paid Parental Leave

通过 Paid Parental Leave scheme，雇主可以为领取 Parental Leave Pay 的员工安排休假。

Parental Leave Pay 是员工在请假照顾新生儿或新近领养的孩子时可以领取的一笔福利金。若员工遭遇死产或婴儿夭折，依然可以领取这笔福利金。

您的员工需要向我们申请 Parental Leave Pay，并与您商讨休假安排。

与员工商讨育儿假

如果您的员工即将迎来新生儿或将要领养孩子，请尽早与他们讨论相关计划。

需要涵盖的一些主题包括：

- 员工可用的假期类型
- 员工如何将其他可用假期（例如，带薪或无薪假期）与 Parental Leave Pay 结合使用
- 员工希望何时开始休假以及预计何时重返工作岗位
- 员工希望如何重返工作岗位（例如，转为兼职）
- 在申领 Parental Leave Pay 时，您的员工需要向我们提供有关您企业的信息。

Paid Parental Leave scheme 对其他假期的影响

- 该计划不会自动赋予员工享受该假期的权利。员工必须符合相关规定，才能获得 Parental Leave Pay。
- Parental Leave Pay 不会改变员工根据劳资协议或法律规定可享有的其他假期。
- 如果劳资协议或法律规定员工有权享受带薪产假或育儿假，您不能拒绝员工休这些假。只要相关协议或法律仍然有效，这一规定就持续适用。

如需了解有关工作场所权利和法律的英文信息及超过 30 种语言版本的信息，请访问 fairwork.gov.au 或致电 131 394 联系 Fair Work Ombudsman。

更多信息

- 请访问 servicesaustralia.gov.au/pplemployers
- 请访问 servicesaustralia.gov.au/proda，获取有关如何注册您的企业的信息。
- 请访问 servicesaustralia.gov.au/yourlanguage，获取中文版的文本、音频或视频信息。
- 请致电 131 158 或 131 202，使用中文与我们交谈。

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The Paid Parental Leave scheme

Talking to your employees about Paid Parental Leave

The Paid Parental Leave scheme allows you as an employer to give your employees time off work through Parental Leave Pay.

Parental Leave Pay is a payment for them to take time off work to care for a newborn or recently adopted child or where the employee has had a stillbirth or infant death.

Your employee needs to apply for Parental Leave Pay with us and talk to you about leave arrangements.

Talking about parental leave

If your employee is having a baby or adopting a child, talk to them early about their plans.

Some topics to talk about are:

- what leave they can take
- whether they can take other leave at the same time as Parental Leave Pay (for example, paid or unpaid leave)
- when they want to start their leave and when they expect to return to work
- how they want to return to work (for example returning part time)
- information they need to give us about your business when they lodge a claim for Parental Leave Pay.

How the Paid Parental Leave scheme affects other leave

- The scheme does not automatically give your employees access to this leave. They must meet the rules to get the Parental Leave Pay.
- Parental Leave Pay does not change other leave that your employees are allowed under an industrial agreement or the law.
- You cannot refuse paid maternity or parental leave to your employee if it is part of an industrial agreement or the law. This applies for as long as the agreement or law is in place.

For information about workplace rights and laws in English and over 30 languages go to **fairwork.gov.au** or call the Fair Work Ombudsman on **131 394**.

For more information

- Go to **servicesaustralia.gov.au/pplemployers**
- Go to **servicesaustralia.gov.au/proda** for information about registering your business
- Go to **servicesaustralia.gov.au/yourlanguage** where you can read, listen to or watch information in your language
- Call us on **131 158** or **131 202** to speak to us in your language.

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