**Air University** **Islamabad**



**POLICY**

**ON**

**MATERNITY AND PATERNITY THAT SUPPORT WOMEN'S PARTICIPATION**

**Air University**

**Policy - Maternity and Paternity that Support Women's Participation**

*(To be read in conjunction with Government bill)*

**Contents of the Government Bill**

1. *Whereas it is expedient to provide for the facility of maternity and paternity leave to the employees of public and private establishments under administrative control of the Federal Government and for the matters connected therewith. This Act will be called the Maternity and Paternity Leave Act, 2020.*

2. Definitions.- In this Act, unless there is anything repugnant in the subject or context,- "child" for the purposes of this Act, means a child in the womb of a pregnant employee or wife of the male employee and includes a stillborn;

* 1. "employee" means any natural person who has for pay, wages or other benefits entered into, or works under, a contract of service or apprenticeship on regular basis without limit of period with an employer whether by way of manual labour, clerical work or otherwise and whether the contract is expressed or implied, oral or in writing ;

# "establishment" means any ministry, division, attached department, subordinate office, executive department, public or private organization, firm, corporation, autonomous or semi-autonomous body, body corporate, enterprise, company, industry, factory or such other office or institution, by whatever name called for and under administrative control of the Federal Government ;

* 1. "employer" includes Federal Government or any ministry or division or office of the Faderal Government or anybody or persons whether incorporated or not, any managing agent of an employer and the legal representatives of a deceased.

# "prescribed" means prescribed by rules made under this Act.

* 1. Right to maternity leave. - (1) Maternity leave shall in the prescribed manner be granted on full pay outside the leave account to a female employee on her option to for ninety days on the date of commencement thereof.

(f) Such maternity leave may not be granted for more than three times in the entire service of a female employee except when such leave is granted within her leave account due and admissible to her *or* as an extra ordinary leave without pay.

# **Paternity leave**.— (1) A male employee expecting his wife to give birth to a child shall, at his option, be granted paternity leave on full pay not exceeding thirty days outside his leave account from the date of its commencement.

(2) Such paternity leave may not be granted for more than three times in the entire service of the employee except his leave account due and admissible to him or as an extra ordinary leave without pay.

# (3) Offence and punishment.- A person who contravenes any provision of this Act shall be deemed to have committed an offence punishable with imprisonment of either description for a term which may extend to a fine which may extend to one hundred thousand rupees.

1. Act to override other laws.- The provisions of this Act shall have effect notwithstanding anything contained in any other instruction which were enforced time being.

# Power to make rules.- The Federal Government may, bv notification in the official Cazette, make rules to carry out the purposes of this Act.

1. Removal of difficulty.- If any difficulty arises in giving effect to any provision of this Act, the Federal Government may make such order not inconsistent with the provisions of this Act as may be necessary to remove the difficulty.

**Air University Policy**

1. **Detailed policy statement**

1. As approved by the competent authority, females are allowed 2 months’ maternity leave with equal bifurcation or as desired. However, no provision of paternity leave is available based on social and religion aspects. A study is being conducted for the provision of paternity leave which is still under consideration.

2. An additional relaxation is given to females that annual 30 days leave also dove tailed with 2 months maternity leave, which corresponds to almost 90 days leave with full pay package.

3. During maternity leave period women cannot participate in any official activities. A day care center is made available for infants with requisite staff to facilitate mothers during working hours to focus on their job.

1. **Applicability**

**Maternity Leave**

purposes of this Act, means a child in the womb of a pregnant employee or wife of the male employee and includes a stillborn.

# **Paternity leaves** A male employee expecting his wife to give birth to a child shall, at his option, be granted paternity leave on full pay not exceeding thirty days outside his leave account from the date of its commencement.

1. **Responsibility authority**

Directorate of HR& M

**(Tayyaba Razzaq)**

Director HR & M

Air University, Islamabad