



Bereavement Leave

Employees are eligible for three paid days off for the death of an immediate family member. Members of the immediate family include parent, sibling, spouse, child, in-law, or grandparent, including steps and halves. Additional time may be granted with management approval. Request for bereavement leave should be made to the center director or supervisor as soon as possible. BBMA reserves the right to request written verification of an employee's familial relationship to the deceased and attendance at the funeral service as a condition of bereavement pay.