

Ontario Tech University Supplementary Unemployment Benefit (SUB) Plan – At a Glance Maternity and/or Standard or Extended Parental/Adoption Leave

The Supplementary Unemployment Benefit (SUB) plan is a University paid benefit available to all full-time continuing employees, who have worked for the University for at least thirteen (13) weeks and are eligible to take a Maternity and/or a Standard or Extended Parental Leave of absence. Maternity leave (also referred to as “Pregnancy leave”) and a Standard or Extended Parental leave of absence(s) are set out under the [Employment Standards Act of Ontario](#). The SUB plan tops up the amount received under [Employment Insurance](#) to provide employees with 93% of their base earnings during the leave(s).

Maternity Leave – up to a maximum of seventeen (17) weeks. Only the birth mother or surrogate mother may take this leave of absence.

SUB payments during a Maternity Leave:

- One (1) week of SUB benefit, where no E.I. is payable at 93% of base earnings (E.I. waiting period) and;
- Fifteen (15) weeks where there are E.I. benefits payable calculated as 93% of base earnings less the EI benefit and;
- One (1) week of SUB benefit, where no E.I. is payable at @ 93% of base earnings.

Parental/Adoption Leave – There are two (2) options available for the Parental/Adoption leave. An employee may elect to take either **Option 1) Standard parental/adoption leave** available up to a maximum of thirty-five (35) weeks if this follows a pregnancy leave, otherwise for all other parents, a maximum of up to thirty-seven (37) weeks. Alternatively, an employee may elect to take **Option 2) Extended parental/adoption leave** available up to a maximum of sixty-one (61) weeks if it follows a pregnancy leave, otherwise for all other parents, a maximum of 63 weeks. Both parents may share either the Standard or Extended Parental/Adoption Leave.

SUB Payments during either a Standard or Extended Parental/Adoption Leave

Option 1) Standard Parental/Adoption Leave SUB payments:

- One (1) week of SUB benefit, where no E.I. is payable at 93% of base earnings (not applicable, if it has been paid at the beginning of a maternity leave), and;
- Thirty-five (35) weeks where there is E.I. payable at 93% of base earnings less the E.I. benefit, and;
- One (1) week of SUB benefit, where no E.I. is payable at 93% of base earnings (not applicable if it has been paid at the end of the maternity leave) **or**;

Option 2) Extended Parental/Adoption Leave SUB payments*:

- One (1) week of SUB benefit, where no E.I. is payable at 93% of base earnings (this is not payable again, if it has been paid at the beginning of the maternity leave), and;
- Sixty-one (61) weeks where there is E.I. payable at 93% of base earnings less E.I. benefit, and;
- One (1) week of SUB benefit, where no E.I. is payable at 93% of base earnings (not applicable, if it has been paid the end of the maternity leave).

*SUB payments made for an Extended Parental Leave will not be greater than the SUB payments made for a Standard Parental Leave.

Benefits and Pension Coverage: An employee on a maternity and/or standard or extended parental/adoption leave outlined above will continue to be eligible to participate in the University’s group benefits and defined contribution pension plan. The University will continue to pay employer required premiums and the employee would be responsible for paying any employee required premiums. The employee’s required premiums will be deducted from the SUB payments. In addition, the University will continue to make the required and any supplemental pension contributions whether or not an employee elects to continue to contribute their employee-required contributions or any additional voluntary contributions during the leave(s).