

The Associated Press: *Teresita Seeberger*
Teresita Seeberger (Dec 15, 2023 15:55 EST)

Dec 15, 2023

News Media Guild: *Kevin Keane*
Kevin Keane (Dec 23, 2023 16:49 EST)

Dec 23, 2023

Article 23 – LEAVES OF ABSENCE

1. The provisions of Article 29 (Outside Work) shall apply to all leaves of absence.
2. Applications for all leaves of absence under this Article shall be addressed in writing, with the reasons stated, to the Department of Human Resources, at The Associated Press headquarters in New York, with a copy to be furnished to the appropriate chief of bureau or department head. If granted by the Employer, such unpaid leaves shall not be construed as breaks in continuity of service in the calculation of all benefits under this Agreement. Provided an employee returns to work within nine (9) months of the date he/she commenced his/her leave of absence or within the extended leave period permitted for parental leave under Paragraph 6 below or for sick leave under Article 25 (Sick Leave), then he/she shall be reinstated to the same or similar position in the same organizational unit at the same business location.

Employees who have taken a fellowship or sabbatical leave(s) under Paragraphs 3 and 4 below and who return to work beyond nine (9) months from the leave commencement date but prior to the maximum period permitted for said leave may be reinstated to a comparable bargaining unit position. Employees must notify the Employer in writing at least 60 days in advance of the expected return to work. Employees failing to return to work after the expiration of the applicable maximum period for said leaves shall relinquish all reinstatement and seniority rights.

However, for purposes of Article 28 (Pensions), credit in service time spent on such leaves shall not be applied until the employee granted such leave has returned to full-time work with The Associated Press and remains in the employ of the AP for one year.

Unless otherwise provided by law, when an employee takes more than one leave of absence and/or sick leave consecutively, or commences another leave within twelve (12) months of a prior leave, eligibility for reinstatement rights under this Article and/or Article 25 (Sick Leave), will be measured and aggregated from the date the first leave began. For the purposes of non-consecutive leaves within twelve (12) months, periods of Guild leave, sick leave during which payments have been received from the Employer (as opposed to insurance benefits), and compassionate leave will be excluded from the aggregate computation.

3. Employees qualifying for the following fellowships and educational seminars shall be granted leaves for them automatically, provided they notified the Employer's Human Resources Department in writing at the time of application for the fellowship/seminar:
 - a. Journalism Fellowship – The Associated Press-NORC Center for Public Affairs Research In partnership with APME (University of Chicago);
 - b. Nieman Fellowships (Harvard University);
 - c. Kiplinger Fellowships and Knight Digital Media Fellowships (Ohio State University);
 - d. Freedom Forum Asia Fellowships Program for Journalists (University of Hawaii);
 - e. Knight-Wallace Journalism Fellowships (University of Michigan);
 - f. John S. Knight Fellowships for Professional Journalists (Stanford University); Alicia Patterson Foundation Fellowships;

- g. Knight-Bagehot Fellowship Program in Economics and Business Journalism (Columbia University);
 - h. Knight Science Journalism Fellowships (MIT);
 - i. Woods Hole Oceanographic Institute Fellowship.
4. After 10 years of employment, and at 10-year intervals thereafter, an employee shall be granted, upon request, unpaid leave for a minimum of six (6) months and a maximum of two years with the expected duration of the leave indicated at the time the request is made. A minimum of 90 days' advance notice shall be provided in writing. A minimum of 60 days' advance notice of an employee's return date will be provided to the Employer. Unless an employee has received the Employer's prior written approval to engage in specific work during a sabbatical leave, if during such leave the employee works in the news industry, the employee shall be considered to have resigned or retired, whichever is applicable, forfeiting any rights to return to his/her previous position under terms of this Article.
 5. In the event the employee is elected or appointed to any NewsGuild office or any successor international union, or in the event the employee is elected to represent the Guild or any organization with which The NewsGuild is affiliated as a convention delegate in connection with the business of his/her union, such employee shall be given a leave of absence, without pay, should the employee request such a leave. In bureaus of fewer than 25 employees not more than two employees need be granted such leaves at any time. Employees applying for such leaves will, except in emergencies, give the Employer at least two weeks' advance notice of such intention, and shall specify the expected duration of such leaves. Any change in the expected duration shall be called to the attention of the Employer as soon as possible.
 - a. Employees on a union leave of absence approved by the Employer shall be covered under the terms of the Life Insurance and Disability insurance policies for six months after the start date of any such period of leave.
 6. Employees may take up to 18 months of parental leave—with pay for fourteen (14) weeks — within twelve (12) months of the birth or adoption of a child. Employees will specify at the time the leave is requested the expected duration of the leave and will provide 60 days' written notice of their intent to return.
 - a. Primary adoptive parents will also be eligible for four additional weeks of paid leave to facilitate the placement of the arriving child or children.
 7. If the employee elects not to return at the end of a Leave granted under the terms of this Article, such action shall constitute a resignation. In the event of a transfer of a function, cessation of a function or reduction in force, an individual on leave will have the same rights as other employees under Article 6 (Job Security).
 8. Compassionate leave with pay of at least three (3) days shall be granted an employee in the event of a death in the employee's immediate family, which includes mother, father, step parent, husband, wife, son, daughter, step child, brother, stepbrother, sister, stepsister, grandparent, grandchild, mother-in-law, father-in-law, sister-in-law, son-in-law, daughter-in-law, brother-in-law or great-grandparent; in the event of an employee's or an employee's spouse/partner's miscarriage; or in the event of a family emergency. Compassionate leave of one day shall be provided to attend the funeral of an aunt, uncle, niece or nephew, provided it does not fall on a regular scheduled day off.