

## AGREEMENT

# LEAVE

## BENEFITS

## FMLA (FAMILY & MEDICAL LEAVE ACT)

Eligible Norfolk Southern employees are entitled to up to 12 weeks per 12-month period of unpaid, job-protected leave for specified family and medical reasons.

### ELIGIBILITY

- ◆ Employed by Norfolk Southern or an operating subsidiary
- ◆ Have worked for NS for a total of at least 12 months
- ◆ Have worked at least 1,250 hours over the previous 12 months
- ◆ Have a qualified reason for leave

### REASONS FOR LEAVE INCLUDE

- ◆ Birth/adoption/foster care of an employee's child
- ◆ An employee's own serious health condition
- ◆ Care for immediate family member with a serious health condition
- ◆ Care for a covered service member or certain military-related exigencies

### RESOURCES FOUND ON THE ERC

ERC > Employee Self Service > Medical Information > Family Medical Leave Act (FMLA)

- ◆ Contact information
- ◆ FMLA Fact Sheet
- ◆ Application directions

### HOW TO REQUEST LEAVE

- ◆ **Train and Engine and Network and Service Management**

Call KEPRO Hotline at 888-257-3407 or email [Disability\\_wi@kepro.com](mailto:Disability_wi@kepro.com)

- ◆ **All Other Agreement Employees**

ERC > Employee Self Service > Medical Information > Family Medical Leave Act (FMLA) > MyLeave  
or visit [www.MyLeave.itimebank.com](http://www.MyLeave.itimebank.com)

## SUPPLEMENTAL COVERAGE

### RRB SICKNESS OR INJURY BENEFIT

NS agreement employees may be eligible to receive benefits from the Railroad Retirement Board due to illness or injury.

Visit your local RRB field office (877-772-5772), [www.rrb.gov](http://www.rrb.gov), or your labor organization.



*This notice is intended only as a summary. For more detailed information on FMLA, please review the Company's FMLA Fact Sheet, available on the ERC. Certain agreement employees may be eligible for sick leave or supplemental sickness benefits in accordance with their collective bargaining agreement.*