

Mindfire Digital LLP Maternity Benefit Policy

- Any woman employed can claim Maternity Leave only if she has worked at least 80 days in the last 12 months.
- A woman is entitled to maternity benefit under the provisions of Maternity Benefit (Amendment) Act, 2017 and may give advance notice in writing / email in such form as may be prescribed.
- Such notice shall state the date from which she will be absent from work.
- Under Maternity Benefit (Amendment) Act, 2017 a woman is eligible for 26 weeks of paid maternity leave. This benefit could be availed by women for a period extending up to 8 weeks before the expected delivery date and remaining 18 weeks can be availed post childbirth.
- For woman who are expecting after having 2 children, the duration of paid maternity leave shall be 12 weeks (i.e., 6 weeks pre and 6 weeks post expected date of delivery).
- Maternity leave for adoptive and surrogacy mothers: Under the MB Amendment Act every woman who adopts a child or who opt for a child through surrogacy shall be entitled to 12 weeks of maternity leave, from the date of adoption.
- All Woman employees availing the Maternity Benefit shall be entitled to be paid their fully salary during the maternity leave of 26 weeks. Full wages include Basic, HRA and other allowances.
- Work from Home option - May be exercised after the expiry of the 26 weeks' maternity leave period. Depending upon the nature of work, women employees may be able to avail this benefit on subject to approval from Mindfire.
- In case of miscarriage or medical termination of pregnancy, a woman shall, on production of such proof as may be prescribed, is entitled to leave with wages at the rate of maternity benefit, for a period of six weeks immediately following the day of her miscarriage or, as the case may be, her medical termination of pregnancy.