



myParenthood Program
Caregiver Designation Affidavit

Name: _____

SSO: _____ Sedgwick Claim #: _____

Expected Birth/Adoption Placement Date: _____

With the birth or placement for adoption of a child, you have the option to take either Primary Caregiver leave or Non-Primary Caregiver leave under the Comcast Parental Leave Benefits policy.

Primary Caregiver:

The Primary Caregiver is defined as someone who has primary responsibility for the care of a child immediately following the birth or adoption placement of that child. **The Primary Caregiver is eligible for 16 weeks of continuous leave at 100% of pay*.**

Non-Primary Caregiver:

The Non-Primary Caregiver is defined as someone who does not have primary responsibility for the care of a child immediately following the birth or adoption placement of that child. **The Non-Primary Caregiver is eligible for 2 weeks of leave at 100% of pay*.**

I certify the following:

I am the natural parent, same sex spousal equivalent or new adoptive parent

Please elect one:

- ☐ I will be the Primary Caregiver** for the child
- ☐ I will be the Non-Primary Caregiver** for the child

I understand that if I falsify information on this form, I may have to reimburse NBCUniversal for benefits paid and I may be subject to disciplinary action, up to and including termination of employment.

Signature: _____ Date: _____

Please send this form to Sedgwick, when possible, at least 30 days before your expected leave. You are responsible for making sure this affidavit is submitted before the parental leave is taken but no later than 10 days following the start of the leave. If this affidavit is not submitted in a timely fashion, you will not be able to utilize the paid Parental Leave Benefit. This form can be sent to:

FAX: (855) 464-2015

EMAIL: ComcastDocuments@Sedgwicksir.com

*Pay will be based on your annual Base Salary, which is calculated as annual Base Earnings, divided by 52 weeks.

** Paid Parental Leave is only available for parents of the child. It does not apply to stepparents, grandparents, extended relatives or foster care placements unless they are legally adopting the child or children. If both parents are employed by Comcast/NBCUniversal, only one parent may be designated as the Primary Caregiver per birth or placement. One paid parental leave is permitted per employee, per birth or adoption event.