



# COMMANDER'S CALL TOPICS

NOTE: This product has embedded hyperlinks and is best viewed online.

18 June 2018

## Priority Topic of the Week:

## Air Force Parental Leave

*We are the greatest Air Force in the world because of our Airmen and our families. To remain the world's supreme air power—agile, resilient, and lethal—we must care for our people.*

### **Air Force Parental Leave**

In accordance with the Department of Defense Military Parental Leave Program, the Air Force [announced](#) an expansion to its parental leave policy on non-chargeable leave entitlements following the birth or adoption of a child.

The Air Force policy, authorized by the National Defense Authorization Act for Fiscal Year 2017, is effective immediately and retroactive to December 23, 2016.

### **Parental Leave Changes**

- Previously, Air Force policy authorized 12 consecutive weeks of maternity convalescent leave to female Airmen who gave birth. Additionally, 10 days of non-chargeable leave were given to an Airman whose spouse gave birth.
- Under the new policy, AFI 36-3003, *Military Leave Program*, outlines three forms of non-chargeable leave following a qualifying birth event or adoption: maternity convalescent leave, primary caregiver leave and secondary caregiver leave.
- Now maternity convalescent leave is six weeks (42 days), primary caregiver leave is six weeks, and secondary caregiver leave is three weeks (21 days). Every birth mother will have convalescent leave. Caregiver leave is given in addition to the convalescent leave.
- Covered service members having a child by birth, adoption or surrogacy will determine which parent is the primary and secondary caregiver. Designations for caregiver status should be made as early as possible and follow Department of Defense guidance.
- Each parent can only hold one caregiver status per birth event or adoption; for example, a secondary cannot transfer their leave to the primary caregiver.
- For all three types of parental leave, the allotted time off must be taken all at once and cannot be split up.

### **Submitting Parental Leave**

- Until LeaveWeb is altered to allow for a caregiver leave category, members will request the non-chargeable caregiver leave by selecting (T) Permissive on the type dropdown menu, and then choosing rule 18 for primary and rule 19 for secondary.
- Until the AF Form 988 is altered, Airmen who cannot use LeaveWeb, should check "Other" in block 8 and specify primary or secondary in the remarks.
- Commanders do not approve caregiver type designation, and will approve leave based on mission requirements.



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### **Additional Parental Leave Facts**

- Primary and secondary caregiver leave can be taken any time within the first year after a child's birth or adoption.
- The covered service member shall designate the child's primary caregiver.
- Covered service members are active component service members, or Reserve component Service member performing active Guard and Reserve duty or full-time National Guard duty more than 12 months. Further information on covered member eligibility is found in AFI 36-3003, paragraph 4.2.4.1.
- Caregiver designation should be made as early as possible, but no later than 60 days prior to the due date or date of adoption.
- Covered service members determine their caregiver type based on guidance provided in AFI 36-3003, paragraph 4.2.4.5.
- Members on convalescent leave will follow the standard process for submitting medical paperwork. No documentation is needed for designating caregiver types.
- In the case of a child born outside of marriage, the member's parentage must be established in accordance with AFI 36-3026, Volume 1. The parents must initiate DEERs registration within 30 days of birth or forfeit eligibility.
- If a caregiver had a qualifying event during the retroactive period, Dec. 23, 2016 to March 22, 2018, they have 18 months from the qualifying event to take the caregiver leave. For births or adoptions on or after March 23, 2018, members will have 12 months after the event to take their leave.
- The Air Force Personnel Center will provide more information on MyPers on the process to request retroactive leave.

### **Additional information**

For additional information regarding the Military Leave Program, please visit [AFI 36-3003](#) or contact Air Force Total Force Service Center at 1-800-525-0102.

## Personnel Topics of Interest

- AFPC launches database for special trophies, awards information ([AFPC](#))
- Retired Air Force rated officers welcomed back on active duty ([AFPC](#))
- Number of promotion opportunities for exceptional performers to increase ([AF.MIL](#))
- Airmen partner toward quicker deployments ([AF.MIL](#))

Commander's Call Topic Archive: <http://www.af.mil/AboutUs/CommandersCallTopics.aspx>

Commander's Call Topics is published weekly by SAF/PA to ensure leaders at all levels remain current on issues concerning Airmen and families. Requests for information to be included in future editions should be sent to SAF/PAI via [email](#).

Submissions should include:

- 1) a 1-2 sentence synopsis of the issue,
- 2) a hyperlink to further details, and
- 3) a POC name and contact information.

\*Only submissions that pertain to the majority of Airmen or specifically to command leadership teams will be considered. Local or limited-interest items will not be included.