



DEATH OF AN ACTIVE EMPLOYEE

PM-42-04

Section: 42-00, HEALTH BENEFITS

I. PURPOSE AND SCOPE

The City provides benefits in the event of the death of a regular, full-time employee in active pay status. The employee must hold a position covered by the City's Retirement System or the Social Security Act.

II. POLICY

In the event of the death of an active employee, the beneficiary designated in the employee's Benefit Service Center file, the Division of Human Resources file, or as designated by law will receive the following:

- A. An Amount equal to the employee's pay for accrued sick leave not to exceed 75 days.
- B. All accrued wages due, including allowances for unpaid holidays, vacation leave, bonus days and an amount equal to the employee's regular wages for one month, minus any legally required deductions.
- C. Payment of Death Benefit provision in the amount of \$10,000 for active employees. This amount is provided by the City at no cost to the active employee.
- D. Payment of any contributory group life insurance benefits in which the employee was properly enrolled