

1. Introduction

This leaflet sets out guidelines on the granting of bereavement leave in accordance with the Department of Health's Circular 15/2019 on revised arrangements for bereavement leave.

2. Bereavement Leave

Bereavement leave, with pay, may be granted to an employee on the death of a relative.

3. Standard Guidelines

Standard guidelines exist which determine the amount of bereavement leave which may be granted to employees on the death of a relative.

4. Amount of Bereavement Leave

Bereavement leave with pay may be granted under the following conditions:

- A maximum of **twenty working days** may be granted on the death of a spouse (including a cohabiting partner), child (including adopted children and children being cared for on the basis of 'in loco parentis') or any person in a relationship of domestic dependency, including same sex partners.

- Leave under this provision will be granted within a time span of 28 calendar days. The number of bereavement leave days granted to the employee will depend on the number of rostered working days they are due to work within the 28 calendar day period, subject to a maximum of twenty days.
- A maximum of **five working days** may be granted on the death of an immediate relative, i.e. father, mother, brother, sister, mother-in-law or father-in-law.
- Leave under this provision will be granted within a time span of 7 calendar days. The number of bereavement leave days granted to the employee will depend on the number of rostered working days they are due to work within the 7 calendar day period, subject to a maximum of five working days.
- Extra days may be allowed where an immediate relative dies abroad and you have to go abroad to take charge of funeral arrangements.
- In exceptional circumstances, a maximum of **three days** may be granted on the death of a more distant relative, if for example, an employee has to take charge, of funeral arrangements or has lived in the same house as the deceased.

5. General Conditions

- Bereavement leave may be granted provided staff are rostered for duty.
- The period applicable to the taking of bereavement leave covers the time directly associated with the relative's death and subsequent funeral.
- Bereavement leave may not be granted at a later date, e.g. where an employee has returned from, sick leave, maternity leave, etc. However, all applications for Bereavement leave are assessed on an individual basis.

6. Help is at hand

Overall, the arrangements surrounding bereavement leave usually fall into place in a calm and professional manner.

Members who feel they are being treated incorrectly are urged to contact their local INMO Nurse/Midwife Representative and/or local Industrial Relations Official for further advice and assistance.

Eastern Region:

Irish Nurses and Midwives Organisation
The Whitworth Building
North Brunswick Street
Dublin 7
D07 NP8H
Tel: 01 6640600 Fax: 01 6610466
Email: inmo@inmo.ie Website: www.inmo.ie

Mid - Western Region:

Irish Nurses and Midwives Organisation
Unit 4B, Courtfields
Raheen
Limerick V94 RW80
Tel: 061 308999 Fax: 061 309035

**Midland (Longford/Westmeath/Laois/Offaly)
Community Health Organisations:**

Irish Nurses and Midwives Organisation
The Whitworth Building
North Brunswick Street
Dublin 7
D07 NP8H
Tel: 01 6640600 Fax: 01 6610466
Email: inmo@inmo.ie Website: www.inmo.ie

North Eastern Region:

Irish Nurses and Midwives Organisation
The Whitworth Building
North Brunswick Street
Dublin 7
D07 NP8H
Tel: 01 6640 600 Fax: 01 6610 466

Western/North-Western Region:

Irish Nurses and Midwives Organisation
Westside Business Centre
74 Old Seamus Quirke Road,
Galway H91 XTW7
Tel: 091 581818 Fax: 091 862 700

Southern Region:

Irish Nurses and Midwives Organisation
Sheraton House, Hartlands Avenue
Glasheen, Cork T12 DK22
Tel: 021 4703000 Fax: 021 4703010

This leaflet aims to set out guidelines on the granting of bereavement leave in accordance with Department of Health's Circular 15/2019 on revised arrangements for bereavement leave (errors and omissions excepted).

Produced by Information Office, Irish Nurses & Midwives Organisation, The Whitworth Building, North Brunswick Street, Dublin 7 D07 NP8H Tel. 01 6640610/19.
E-mail catherine.hopkins@inmo.ie or catherine.oconnor@inmo.ie Website www.inmo.ie
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Irish Nurses and Midwives Organisation
Working Together

Compassionate/ Bereavement Leave

**The largest Professional Union
for Nurses and Midwives in Ireland
representing over 45,000 members**