



STATE PERSONNEL SYSTEM

ADVISORY: HRMA #2023-013

DATE: December 11, 2023

SUBJECT:

Amendment of Chapter 60L-34 – Parental Leave Benefits for State Personnel System Employees

STATUTES/RULES/REGULATIONS/LAWS:

Rule 60L-34.0041, Florida Administrative Code (F.A.C.), Annual Leave

Rule 60L-34.0042, F.A.C., Sick Leave

Rule 60L-34.00421, F.A.C., Paid Parental Leave Following the Birth or Adoption of a Child

Rule 60L-34.0051, F.A.C., Family Supportive Work Program

FORMS: *Interagency Leave Transfer for Parental Leave Only – Request to Use Template*

Interagency Leave Transfer for Parental Leave Only – Request to Donate Template

ADDITIONAL REFERENCE MATERIALS: *Administration of Parental Leave Benefits for State Personnel*

System (SPS) Employees Following the Birth or Adoption of a Child, Parental Leave Benefits for State

Personnel System Employees-Overview and Matrix, Employee Communication Template, Paid Parental

Leave Process in People First, and Paid Parental Leave Instructional Guide for People First

Dear Colleagues,

Please note that the Department of Management Services has amended Chapter 60L-34, F.A.C., related to parental leave benefits for State Personnel System (SPS) employees, through the rule promulgation process. These revisions include the adoption of a new rule, Rule 60L-34.00421, F.A.C., as well as revisions to Rules 60L-34.0041, 60L-34.0042, and 60L-34.0051, F.A.C.

Revisions to Chapter 60L-34, F.A.C., expand maternity and parental leave benefits for the birth or adoption of a child for eligible SPS employees, effective December 11, 2023.

To assist you with the administration of these new benefits, we have developed the following documents:

- Administration of Parental Leave Benefits for State Personnel System (SPS) Employees Following the Birth or Adoption of a Child Policy Guideline
- Parental Leave Benefits for State Personnel System Employees – Overview and Matrix
- Interagency Leave Transfer for Parental Leave Only - Request to Use and Request to Donate Templates
- Employee Communication Template
- Paid Parental Leave Process in People First – **Coming Soon**
- Paid Parental Leave Instructional Guide for People First – **Coming Soon**

For your convenience, these documents are posted on the [DMS website for HR practitioners](#).

If you have any questions, please contact John Apthorp at 850-922-1274 (john.apthorp@dms.fl.gov) or Lecia Ferrell at 850-487-1508 (lecia.ferrell@dms.fl.gov).

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