asga

Rosenbergstrasse 16
Postfach, 9001 St.Gallen

T +41 71 228 52 52
F +41 71 228 52 55

info@asga.ch
www.asga.ch

Information sheet on unpaid leave

1. Term and definition

A temporary period of unpaid absence from work is considered unpaid leave. The obligations under the employment contract are suspended, but the employment relationship remains in place. If the uninterrupted unpaid leave lasts no longer than one month, both the current risk insurance and pension scheme coverage will continue automatically. If the uninterrupted unpaid leave lasts for more than one month and up to a maximum of two years, the insured person has the following options:

1.1 Version 1: Unchanged continuation of the current benefits coverage

The current risk insurance and pension scheme coverage will continue unchanged during the period of unpaid leave. Contributions in the previous amount remain payable by the employer. The employer may charge the full amount to the insured person.

1.2 Version 2: Continuation of current risk insurance coverage

The insured risk benefits in place immediately before the start of unpaid leave remain fully valid. No savings contributions are levied during periods of unpaid leave. The retirement assets will continue to accrue interest (including additional interest). As before, the risk and cost contributions will be borne by the employer. The employer may charge the full amount to the insured person.

Note: Risk insurance & pension scheme

Occupational benefits comprise two parts:

- *Risk insurance: The insurance component for the risks of disability and death and the contribution waiver.*
- *Pension scheme: The savings contributions that are credited to the insured person's account each year.*

During the interruption, there is no entitlement to risk benefits except for the lump-sum death benefit. No savings, risk, or cost contributions shall be levied during the interruption period. Interest will continue to be paid on the retirement assets.

2. Notification by the employer

If the insured person chooses Version 1, no notification is required and the employer does not need to take any further action.

If Version 2 and/or 3 is selected, the employer must notify Asga in writing using the form, before the start of the unpaid leave. If such notification is not submitted in due time, the current benefits coverage and obligation to contribute will continue in full.

This information sheet only provides an overview, and the information contained herein does not constitute a legal claim. The legal and regulatory provisions are exclusively authoritative for the assessment of individual cases.

- *If you have any questions, please do not hesitate to contact us: T +41 71 228 52 52, info@asga.ch*