

**UPDATE ON YOUR SICK PAY  
BENEFITS UNDER THE HYLIFE  
FOODS/UFCW LOCAL NO. 832  
BENEFIT PLAN**



We recognize that our Plan Members are having difficulty seeing a Doctor when they are sick in order to claim the Sick Pay benefit, and we are committed to finding a solution to this problem.

In the meantime, to make a claim for the Sick Pay Benefit, you must see a Doctor or Chiropractor within 5 days from your first day off, **while symptoms are present**. The Doctor must complete Form 3 – Physician's Statement. These forms are available at the Plant and on the Union's website. Keep a supply of the forms at home.

If you believe you have COVID, please call the Plant's Human Resources Department immediately, for further instructions. If you test positive, the Company will confirm your disability (Physician Statement does not need to be completed) and the Benefit Plan will pay your Sick Pay benefit.

If you previously submitted a claim and it was denied, you can appeal the denial by sending a letter to the Administrator describing why you believe that the claim should be paid. It is helpful to enclose new medical or other information to support your claim.

- The Administrator will review your appeal, and if the Administrator is unable to resolve the appeal, the Administrator will present the appeal to the Board of Trustees for a decision. You will be notified in writing of the final decision.

**Board of Trustees**

<b>Ron Allard</b>	<b>Kevin Cook</b>
<b>Marie Buchan</b>	<b>Lindsay Hextall</b>
<b>Tim Whitford</b>	<b>Darian Major</b>