

Developing a MPLP Parental Leave Plan

Step 1.

Birth Parent Soldier becomes aware of impending birth event.

Non-birth Parent Soldier become aware of impending B/A/F event.

- Soldiers initiate working with their chain of command/ commander as soon as possible to start to develop a Parental Leave Plan with dates that balance both the needs of the Soldier and the needs of the unit (ALARACT para. 4.C). Soldiers are authorized 12 weeks of parental leave, either taken in whole or taken in increments, during the 1-year period beginning on the date of B/A/F event (ALARACT para. 4.F.2.B. and 4.G.1.).

KEY:

B/A/F event: birth/ adoption/ fostering event (qualifying event)

MCL: Maternity Convalescent Leave

References:

- ALARACT 018/2023 (6 MAR 23)
- MILPER 23-044 Clarification for Requesting Expanded MPLP (1FEB23)
- SA Memo, Clarifying Guidance on Maternity Convalescent Leave Following Childbirth and Military Parental Leave (2 JUN 23)

Birth Parents

Maternity Convalescent Leave (MCL).

- *Maternity Convalescent Leave following childbirth and Military Parental Leave are two separate non-chargeable periods of absence.*
- MCL is authorized for the recovery of the birth parent from giving birth. The period of MCL immediately following childbirth will be taken in one increment. Such leave will begin on the first full day after the birth of the child or the date of release of the Soldier from the hospital or similar facility where the birth took place, whichever is later. (ALARACT para. 4.F.2.A.)
- Six weeks remains the appropriate amount of time for recovery from childbirth. **Additional maternity convalescent leave may be authorized** when specifically recommended, in writing, by the medical provider to address a diagnosed medical condition and when approved by the commander. (SA Memo, 2 JUN 23)

Step 2.

Birth Parent Soldiers & Non-birth Parent Soldiers

Unit commanders will take into account the Birth Parent/ Non-birth Parent Soldier's significance and impact on readiness when considering their Parental Leave Plan request (ALARACT para. 4.G.1. and 5.B.).

- Soldiers should be informed that Parental Leave Plans containing more than one increment of leave must be requested in blocks of at least 7 days per increment, not to exceed a maximum of 12 weeks, and be submitted within the timelines established by normal unit procedures and/or the unit commander (ALARACT para. 5.C.).
- The unit commander is encouraged to approve Parental Leave Plan requests for incremental parental leave. If a unit commander does not approve an incremental Parental Leave Plan, the commander must allow the Soldier to take the full 12 weeks of parental leave in one continuous period (ALARACT para. 5.D.).

Step 3.

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Step 3. Birth Parent Soldier

Birth Parents. (ALARACT para. 4.F.) *Soldiers who physically give birth.*

- a) **The Birth Parent Soldier and their commander agree on draft dates for an initial Parental Leave Plan. If the Birth Parent Soldier and commander cannot agree on a Parental Leave Plan** (incremental or one block), the commander must send the Parental Leave Plan and a “disapproval recommendation” through the chain to the first general officer in the chain of command.
- b) **The Parental Leave Plan dates become firm after the Birth Parent’s Maternity Convalescent Leave period has been determined.**
- c) **Only the first GO in the chain may officially disapprove a Parental Leave Plan request.**
- d) **GO disapproved Parental Leave Plans are revisited in a timely manner by the Soldier and commander. (Back to Step 2)**

- **Twelve weeks of Parental Leave will be authorized in addition to and following a period of MCL for childbirth.** (ALARACT para. 4.F.2.)
- **Six weeks remains the appropriate amount of time for recovery from childbirth.** Additional maternity convalescent leave may be authorized by the medical provider and when approved by the commander. (SA Memo, 2 JUN 23)

* **Parental leave will be authorized during the 1-year period** beginning on the date of birth of the child. Parental leave will be taken following any period of maternity convalescent.
* **“GO disapproval” can occur as part of the Parental Leave Plan development process.**

Step 4.

Step 3. Non-birth Parent Soldier

Non-birth Parents.

- a) *Soldiers who do not physically give birth; or,*
- b) *Soldiers who adopt a minor child or who have a minor child placed with them for adoption or long-term foster care.* (ALARACT para. 4.G.)

- a) **If the Non-birth Parent Soldier and commander cannot agree on a Parental Leave Plan,** (incremental or one block), the commander must send the Parental Leave Plan and a “disapproval recommendation” through the chain to the first general officer in the chain of command.
- b) **Only the first GO in the chain may officially disapprove a Parental Leave Plan request** (ALARACT para. 4.G.1., 4.G.2.)
- c) **GO disapproved Parental Leave Plans** are revisited in a timely manner by the Soldier and commander. (Back to Step 2.)

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Step 4.

Birth Parent Soldier & Non-birth Parent Soldier

Approved Parental Leave Plans input to IPSS-A.

1. **Soldiers using IPSS-A to request expanded parental leave** will use the Absence Management module and select the Request Absence category. Use the following field selections: (*MILPER 23-044 Clarification for Requesting Expanded MPLP (1FEB23)*)
 - a. **Absence Type:** Select “4-Parental Absence”
 - b. **Absence Name:** Select the appropriate event for leave – Adoption of Child; Birth of Child; Fostering of Child.
 - c. **Reason:** Select one of the following –
 - 01-Primary Max Days. Soldiers taking the full period of MPLP (12-weeks).
 - 02-Primary-Prtl-1st Increment. Soldiers taking parental leave in increments, this is the first increment requested.
 - 03-Primary-Prtl-Next Increment. Soldiers taking parental leave in increments, this is the next increment requested; any request that is not the first or the last request within increments.
 - 04-Primary-Prtl-Last Increment. Soldiers taking leave in increments, this is the last part of the incremental periods requested (when all days taken/requested equal 12-weeks parental leave).
2. **The Soldier’s commander or designated authority is the Approving Authority.**

The rules for requesting an “**Extension of the 1-year Parental Leave Period**” are for very specific circumstances that exceed a consecutive period of 90+ days, unrelated to simply having “*time run out*” due to not managing leave appropriately (ALARACT para. 7). Commanders may approve extension requests for the following circumstances: ***Deployment and/or Military Exercise; Attending resident PME; PCSing with TDY enroute; Routine TDY away from PDS; and Hospitalized as an In-patient.***

**** The Secretary of the Army may approve other extenuating circumstances, on a case-by-case basis, that exceed a consecutive period of 90 or more days within the 1-year period concerned.***

Send RFIs to HRC Leaves & Passes Email: usarmy.knox.hrc.mbx.tagd-leave-and-pass-policy@army.mil