

# "Cura Italia" decree

## First applicative instructions

### COVID-19 Leave

#### Employees

##### What is it?

Uninterrupted or fractional leave of up to 15 days in total per household that can be used alternatively by one of<sup>1</sup> the parents provided the other is not an income support recipient, is not unemployed or stay-at-home parent.

Time-off is computed on the same terms as the pay rate for parental leave.

Fractional use is allowed only for whole days and not on an hourly basis.

##### Period

Entitled workers can use this leave as of March 5 and throughout the suspension of child services and schools.

##### Eligibility and pay rate

The COVID-19 leave can be used also by workers who are no longer eligible for regular parental leave, in particular:

- parents who have already used up individual and couple leave allowance to which they are entitled by the specific parental leave regulations;
- parents who have children aged 12-16 years old.

In detail:

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1 Including adoptive and foster parents or adults with minors in temporary placement.

ELIGIBILITY	PAY RATE AND SOCIAL SECURITY BENEFITS
<i>Parents who are private employees with children up to 12 years of age</i>	<ul style="list-style-type: none"> <li>❖ Salary equal to 50% of regular pay rate;</li> <li>❖ Notional social security benefits.</li> </ul>
<i>Parents with children up to 12 years of age who have used up their individual and couple parental leave (so-called optional leave)</i>	<ul style="list-style-type: none"> <li>❖ 50% of salary pay rate;</li> <li>❖ Notional social security benefits.</li> </ul>
<i>Parents who are private employees with children aged 12-16 years old</i>	<ul style="list-style-type: none"> <li>❖ Unpaid leave;</li> <li>❖ No notional social security benefits.</li> </ul>
<i>Parents with children aged 12-16 years old who have used up their individual and couple parental leave (so-called optional leave)</i>	<ul style="list-style-type: none"> <li>❖ Unpaid leave;</li> <li>❖ No notional social security benefits.</li> </ul>
<i>Parents of severely disabled children enrolled in schools of any level or hosted in day care centers</i>	<ul style="list-style-type: none"> <li>❖ 50% of salary pay rate;</li> <li>❖ Notional social security benefits.</li> </ul>

#### IMPORTANT

- Workers are **not entitled to the COVID-19** leave if:
  - the other parent is unemployed, a stay-at-home parent or a recipient of support income due to employment suspension or termination;
  - the worker has applied for the alternative babysitting services bonus.

These conditions must be self-certified by the employee at the time of the online application submission.

- In the same month, **workers may combine** the COVID-19 leave with:

- paid leave pursuant to Act No. 104/1992 extended by the “Cura Italia” Decree (see paragraph below);
- extended parental leave for parents with severely disabled children.

## How to apply

ELIGIBILITY	HOW TO APPLY
<i>Parents who are already using "regular" parental leave as of march 5</i>	<ul style="list-style-type: none"> <li>❖ They do not need to submit a new application since INPS will automatically convert regular parental leave into COVID-19 leave.</li> <li>❖ This time-off will not be computed as parental leave and will not count toward parental leave.</li> </ul>
<i>Parents of severely disabled children who, as of March 5, are already using extended parental leave pursuant to art. 33 of Legislative Decree No. 151/2001</i>	<ul style="list-style-type: none"> <li>❖ They do not need to submit a new application since INPS will automatically convert regular parental leave into COVID-19 leave.</li> <li>❖ This time-off will not be computed as parental leave and will not count toward parental leave.</li> </ul>
<i>Parents not using parental leave but who intend to take advantage of the new COVID-19 leave and who are eligible for "regular" parental leave</i>	<ul style="list-style-type: none"> <li>❖ They should apply with their employer and with INPS, through the regular parental leave application procedure.</li> </ul>
<i>Parents of severely disabled children over 12 years of age, who are not currently using extended parental leave</i>	<ul style="list-style-type: none"> <li>❖ They should submit an online application for parental leave to INPS, which will be available by the end of March (applicants can indicate a retroactive start date with respect to the submission date).</li> </ul>
<i>Parents who are private employees with children aged 12-16 years old</i>	<ul style="list-style-type: none"> <li>❖ They must submit their application for COVID-19 leave to their employer only, not to INPS.</li> </ul>

### IMPORTANT

While updated online application procedures are being updated, the Foundation will allow the use of the COVID-19 leave and will process the relative pay. Parents are required, though, to submit the dedicated application to INPS as soon as it becomes available. The application may also cover time-off prior to the date of submission, provided that it is not prior to March 5, 2020. We will promptly notify workers with a special notice as soon as the online application procedures have been updated.

**In the event that you are interested in using the COVID-19 leave, we kindly ask you to send an email, by April 3, 2020, to [Gestione.presenze@fbk.eu](mailto:Gestione.presenze@fbk.eu) and [Gestione.maternita@fbk.eu](mailto:Gestione.maternita@fbk.eu) indicating the period concerned.**

## Workers registered with INPS Social Security Management for the Self-Employed

### What is it?

Uninterrupted or fractional leave of up to 15 days in total per family that can be used alternatively by one of the parents<sup>2</sup> provided that the other does not benefit from income support, is not unemployed or is not a stay-at-home parent.

### Period

Entitled workers can use this leave as of March 5 and throughout the suspension of child services and schools.

### Eligibility and pay rate

The COVID-19 leave can be used also by workers no longer eligible for regular parental leave, such as, for example, parents who have already used up individual and couple leave allowance to which they are entitled by the specific parental leave regulations.

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2 Including adoptive and foster parents or adults with minors in temporary placement.

In detail:

ELIGIBILITY	PAY RATE AND SOCIAL SECURITY BENEFITS
<i>Parents with children over the age of 3 and up to 12 years</i>	❖ The pay rate will amount to 50% of 1/365 of the income based on which the maternity leave pay is computed.
<i>Parents of severely disabled children, enrolled in schools of any level or hosted in day care centers</i>	❖ The pay rate will amount to 50% of 1/365 of the income based on which the maternity leave pay is computed.

#### IMPORTANT

The above leaves cannot be used if:

- the other parent is unemployed/stay-at-home parent or an income support recipient;
- the worker has applied for the alternative babysitting services bonus.

#### How to apply

ELIGIBILITY	HOW TO APPLY
<i>Parents with children under 3 years of age</i>	❖ They should submit an application to their employer and to INPS, through the regular parental leave application procedure.
<i>Parents with children aged up to 12 years</i>	❖ They should submit an application to INPS, even if the start date of the period covered by this leave is prior to the application date, via the online application procedures for regular parental leave, which will be available by the end of March.

*Parents with severely disabled children  
over the age of 12*

- ❖ They should submit an application to INPS, even if the start date of the period covered by this leave is prior to the application date, via the online application procedures for regular parental leave, which will be available by the end of March.

Any "regular" parental leave that may have already been requested, even if to be used during the period of suspension of childcare services and schools, cannot be converted into COVID-19 leave.

**In the event that you are interested in using the COVID-19 leave, we kindly ask you to send an email, by April 3, 2020, to [Gestione.presenze@fbk.eu](mailto:Gestione.presenze@fbk.eu) and [Gestione.maternita@fbk.eu](mailto:Gestione.maternita@fbk.eu) indicating the period concerned.**

## FAMILY LEAVE PURSUANT TO N. 104/1992

### What is it?

In addition to the 3 days per month already provided for by Act No. 104/1992, workers are entitled to additional time-off of up to 12 total days for the months of March and April 2020.

Thus, the total number of **days for which this leave can be used amounts to 18** (3 days in March, 3 days in April and 12 additional days).

The 12 days:

- can also be used back-to-back over the course of a single month, without prejudice to the three days/month rule regularly provided for;
- can also be used by dividing them into hours according to the algorithm already announced by INPS<sup>3</sup>.

<sup>3</sup> Full-time workers: (average weekly working time/ average number of weekly working days) \* 12 = monthly hours entitlement.

Part-time workers: (individual average theoretical weekly working time/average number of weekly working days for full-time work) \* 12 = monthly hours entitlement.

## Eligibility

Workers, public and private, who assist a severely disabled family member.

There is also the possibility of combining multiple leaves for workers who assist multiple disabled persons and of combining the eaves introduced by the Decree for disabled workers assisting a disabled person.

## How to apply

ELIGIBILITY	HOW TO APPLY
<i>Workers with prior authorization to use Family leave pursuant to Act No. 104/1992 valid for March and April</i>	<ul style="list-style-type: none"> <li>❖ they are not required to submit a new application and can already use the aforementioned additional days.</li> <li>❖ the Foundation will consider as valid the authorization already issued.</li> </ul>
<i>Workers with out-of-date authorization</i>	<ul style="list-style-type: none"> <li>❖ should submit an application according to regular procedures in place;</li> <li>❖ The authorization issued will be considered valid by the employer for the purpose of granting the additional days.</li> </ul>

## COVID-19 BONUS FOR BABY-SITTING SERVICES

The “Cura Italia” decree provides for the possibility of applying for a bonus not exceeding the amount of 600 Euros for baby-sitting services to be used for services provided during school closures.

### Who is entitled to it?

- private employees
- workers registered under the INPS Social Security Management For The Self-Employed referred to in article 2, paragraph 26, of Act No. 335/1995;
- self-employed workers registered with INPS;
- self-employed workers not registered with INPS (subject to notice by the respective social security funds).

## Eligibility

- Parents - including adoptive and foster parents or adults who have minors in temporary placement as well as cases of pre-adoptive custody of children under 12 years of age as of March 5, 2020;
- Parents - including adoptive and foster parents or adults who have minors in temporary placement as well as cases of pre-adoptive custody of children under 12 years of age, with severely disabled children, provided they are enrolled in schools of any level or hosted in day care centers.

The bonus is paid through the "Libretto Famiglia" referred to in article 54-bis of Act No. 50 dated April 24, 2017.

### *IMPORTANT*

Workers cannot claim the Bonus for Baby sitting Services if:

- the other parent is unemployed/stay-at-home parent or an income support recipient;
- COVID-19 leave has been requested.

Applications for baby-sitting services submitted by parents belonging to a household in which a COVID-19 leave is already being used, will be rejected.

It is possible to combine, within the same month:

- the bonus for babysitting services with the days of paid family leave pursuant to Act No. 104/1992 as extended by the "Cura Italia" decree (12 total days for March and April)
- the bonus for baby sitting services with extended parental leave for workers with seriously disabled children.

## How to apply

For each child under the age of 12 (the cap can be exceeded in the case of severely disabled children), without prejudice to the overall max amount of 600 euros for eligible families, applicants should use the official forms which will shortly be made available by INPS and whose publication will be promptly communicated with a specific message from the Institute.

The application can be submitted:

- online, please visit [www.inps.it](http://www.inps.it) - "Servizi online" - "Servizi per il cittadino" section. After authenticating yourself with the PIN dispositivo (or SPID, CIE, CSN passcodes), click on "Domanda di prestazioni a sostegno del reddito" - "Bonus servizi di baby-sitting";



- calling the GENERAL CONTACT CENTER at the toll-free number 803.164 (free from landline telephones) or the number 06/164.164 (from mobile devices with rates based on your contract);
- through a tax-assistance service center (PATRONATO) by requesting to activate the "Libretto Famiglia" in order to benefit from the Bonus for Babysitting Services.

In order for bonus recipients to allow the disbursement of the benefit, they should promptly register as "Libretto Famiglia" users on the INPS website, in the special section dedicated to occasional services, "Libretto Famiglia link".