



LEAVE FOR FAMILY SUPPORT IN THE CONTEXT OF FIGHTING COVID-19

The Grand-Ducal Regulation of 3 April 2020 aims to provide assistance retroactively to 18 March 2020 through the creation of a paid “family support leave”, to employees and self-employed workers to enable them to look after a **disabled adult or an elderly person following the closure of a day-care structure or a training or employment structure.**

I. Conditions

- The **approved structure** notified to the Ministry that it has ceased all or part of its activities in the context of the state of crisis;
- The employee or self-employed person must look after the disabled adult or elderly person in the home where they both live;
- There is no other solution available for providing care.

The leave for family support is valid until the resumption of activities of the care structure and can be alternated between members of the same household.

II. Formalities

- The employer has to be informed as soon as possible.
- The [form](#) must be filled in, signed, and sent
- **By email** to the Ministry of Family Affairs, Integration and the Greater Region :
 - soutien.familial@fm.etat.lu or
- **By mail (not by registered mail)** to the following address :
 - CNS Ministère de la Famille, de l'Intégration et à la Grande Région
12-14, avenue Emile Reuter
L-2420 Luxembourg

If the conditions are met, the Ministry of Family Affairs, Integration and the Greater Region will return a **signed certificate, in 2 copies** to the applicant; the certificate has the same value as a medical certificate as far as employers and the National Health Fund (*Caisse nationale de santé* - CNS) are concerned.

Lastly, the person who needs to take the leave **sends one of the copies** of the certificate signed by the Minister for Family Affairs and Integration to the **CNS** and the other to the **employer**.

A. Payroll

If you have employees who have requested special leave for family support, please keep us informed. **The leave for family support certificate is equivalent to a medical certificate**) with regard to the employer and the CNS.

Please send us an Excel file with:

- Id of employees/name of employees, period and hours of leave for family support
- Based on this information, we will calculate/adjust the salaries for March, April and possibly subsequent months.
- During the period of leave for family support, employees in the private sector benefit from the continuation of remuneration by the employer. The salary due corresponds to **100%** of the salary normally received for **hours of leave for family support**.

B. Reimbursement

The employer will be reimbursed all of the salary costs paid as part of leave for family support by sending the **statement showing the detailed days and hours on leave for family support via the usual procedure**.

Useful links :

<https://guichet.public.lu/en/citoyens/travail-emploi/conges-jours-feries/situation-personnelle/covid-certificat-conge-soutien-familial.html>

<http://legilux.public.lu/eli/etat/leg/rgd/2020/04/03/a237/jo>

We remain at your disposal for any questions.

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