

Additional Resources

NXP has procedures in place that support your recovery when you have an interruption in your health.

Procedures that you may find helpful can be viewed in SharePoint in the PEOPLE section under HR Policies & Procedures. Examples include:

- ◆ Paid Time Off (PTO)
- ◆ Medical / FMLA Leave (includes Leave under the Family & Medical Leave Act)

For more information on NXP HR Policies & Procedures, contact your manager or your Human Resources representative.

NXP also offers benefits that may assist with your recovery plan. These benefits can be viewed in SharePoint section BENEFITS. Examples include:

- ◆ Medical, Pharmacy, Dental and Vision
- ◆ Employee Assistance Program (EAP)
- ◆ Flexible Spending Account
- ◆ Life Insurance and Disability Plans
- ◆ Wellness Programs
- ◆ Additional Benefits

For more information on NXP benefits, contact the NXP Benefits Service Center:

- ◆ 1-888-375-2367
- ◆ www.NXP.com/Benefits

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Helpful Contacts

For more information on NXP's Restriction / Accommodation Program and the steps outlined in this brochure, please contact Occupational Health Resources, EHS.

Texas

Ed Bluestein Health Center

(512) 933-6443

Oak Hill Health Center

(512) 895-2900

Arizona and California

Chandler Health Center

(480) 814-3641

All Other U.S. Sites

Oak Hill Health Center



EHS Websites

Austin EHS: <https://nxp1.sharepoint.com/teams/82/Website/Forms/AllItems.aspx>

Chandler EHS: <https://nxp.surl.link/azehs>



Restriction/ Accommodation Process

U.S. SITES



OCCUPATIONAL HEALTH RESOURCES

Go Green, Live Healthy, Be Safe

Restriction/Accommodation

Process Steps

Occupational Health Resources (OHR) manages the Restriction Accommodation Process for U.S. sites. As a first step, OHR will need to determine if your medical restriction(s) and/or accommodation(s) request* is clear and specific, including a date range. The **Work Status Form** (*to be completed by your licensed healthcare provider*) is available to assist you with this process. Please contact OHR to discuss documentation requirements and the status of your request.

If your restriction / accommodation request is:

- Clear and specific, go to Step 2**
- Unclear or non-specific, go to Step 1**

Step 1

Contact your licensed healthcare provider to clarify your restriction(s) / accommodation(s). You may utilize the forms provided by OHR to assist in this process and/or have your healthcare provider contact OHR directly. It is to your advantage to complete this process promptly since you may not be allowed to return to work while clarification is being sought. Contact OHR to discuss absence coverage / leave options.

Step 2

OHR will notify your manager, Human Resources rep and department Restriction Accommodation Coordinator, if applicable, of your restriction / accommodation request. Decisions to accommodate are made on a case by case basis. Your current job will be evaluated for modifications

Step 2 continued

to determine if you can be reasonably accommodated in your current position. If your job can be modified, *go to Step 6*. If your job cannot be modified, *go to Step 3*.

Step 3

If you cannot be accommodated in your current position and your restriction(s) / accommodation(s) are temporary (less than 6 months duration), the department may seek accommodations (alternate duty work) within other departments. You may be asked to outline your job skills to assist in this process. If alternate duty work is not available, *go to Step 4*. If alternate duty work is available, *go to Step 5*.

Step 4

OHR will advise you of absence coverage / leave options. You should continue to follow your plan of care as advised by your healthcare provider and notify OHR of any changes in your

Step 4 continued

restriction(s) / accommodation(s) or your ability to return to work. If your restrictions are permanent* and you cannot be accommodated within your current position, you may work with Human Resources to seek other possible job opportunities within NXP, *go to Step 7*.

Step 5

If temporary alternate duty work is available you will review job responsibilities and expectations with your alternate duty supervisor and / or Human Resources. *Go to Step 6*.

Step 6

While you are working with temporary restrictions / accommodations in place, it is your responsibility to keep them current and notify OHR of any updates and extensions. Failure to provide the necessary updates may result in you being non-scheduled. **STOP HERE.**

Step 7

If alternate duty work or permanent placement within NXP has not been found by the time all leave (paid or unpaid) has been exhausted, and you continue to have restrictions / accommodations you may be separated from NXP.

***NXP considers restrictions / accommodations lasting greater than 6 months as being permanent for the purpose of job placement and requires that a job requisition be available prior to permanent placement. The requisition may be the employee's original job provided that the department determines it is reasonable to accommodate within the original job, essential job functions are able to be performed and the accommodations do not cause an undue business hardship. OHR may require updates on permanent restrictions / accommodations. Temporary alternate duty work is not available for employees with permanent restrictions.**



Remember: Absences greater than 7 calendar days may require a leave of absence.