

I - Information

1. Allowances that you may apply for

Through form RP 5049 you may apply for the following allowances:

1.1. Parental Allowance/Parental Social Allowance

These allowances cover the following modalities:

	Parental Allowance	Parental Social Allowance
	Initial Parental Allowance granted exclusively to the Mother	Initial Parental Social Allowance granted exclusively to the Mother
	Initial Parental Allowance granted exclusively to the Father	Initial Parental Social Allowance granted exclusively to the Father
	Initial Parental Allowance	Initial Parental Social Allowance

Social allowances are granted to people who do not fulfil the entitlement conditions to the allowances granted under the contributory schemes and who have low income. For information on who may apply for the social allowances, please go to paragraph 2.2.

Initial Parental Allowance granted exclusively to the Mother/Initial Parental Social Allowance granted exclusively to the Mother

These allowances are granted to the mother for a period of up to **72 days**, in which:

30 days (maximum) may be taken **optionally before childbirth**, if the mother is employed.

42 days are **mandatory** and must be taken immediately after the childbirth.

Initial Parental Allowance granted exclusively to the Father/Initial Parental Social Allowance granted exclusively to the Father

These allowances are granted to the father for the following periods:

28 days are mandatory, of which:

- ▶ At least **7 consecutive days** must be taken immediately after the childbirth.
- ▶ The **remaining period**, in consecutive or non-consecutive days, with minimum periods of 7 days, must be taken during the period in which the Initial Parental Allowance is granted to the mother (in the 42 days following the childbirth).

7 days **optional, consecutive or non-consecutive**, provided that they are taken after the mandatory 28-day period and during the period in which the Initial Parental Allowance is granted to the mother.

In the case of birth of multiples, each period of **28 or 7 days** is **increased by 2 days** for each child born alive, other than the first one, and these additional days must be taken immediately after each of those periods.

In the case of stillbirth (a baby born without signs of life), the allowance is granted only for the mandatory **28-day period**.

Initial Parental Allowance/Initial Parental Social Allowance

These allowances are granted for the birth of a child, for a period of up to 120 or 150 consecutive days, depending on the parents' choice (father and mother). After the mother has taken the mandatory 42-day period, the remaining period can be shared by both parents.

If you opt for the 150-day leave, the period between 120 and 150 days (30 days) can be taken at the same time by the father and the mother.

30 days are added to the period of 120 or 150 days, in the following situations:

- ▶ Birth of multiples (30 consecutive days for each child born alive, other than the first one).
- ▶ Leave period shared by both parents, if each of the parents (father and mother) takes, exclusively, a period of 30 consecutive days or two periods of 15 consecutive days, following the initial parental leave granted exclusively to the mother (42-day period). The additional period shared by both parents can be accumulated with part-time work.
- ▶ Hospitalisation of the child immediately after the recommended period of postpartum hospitalisation (the period of the child's hospitalisation is added to the parental leave period with a maximum limit of 30 days).
- ▶ Prematurity (when the childbirth occurs up to the date on which 33 weeks of gestation are completed, the entire period of the child's hospitalisation is added to the parental leave periods, as well as 30 days after hospital discharge).

The additional days can be taken by just one of the parents or shared by both.

The **Initial Parental Allowance is only granted to the father** if the mother is employed and has not applied for it.

1.2. Initial Parental Allowance granted to one parent if the other is unable to take the leave/Initial Parental Social Allowance granted to one parent if the other is unable to take the leave

These allowances are granted for the birth of a child to one of the parents (father or mother), in the event of **physical or mental incapacity or death of the other parent**, during the Initial Parental Allowance period that remained to be taken by the other parent.

2. Who may apply?

2.1. Parental Allowance

Who may apply?

- ▶ Employees (General Scheme).
- ▶ Self-employed persons (General Scheme).
- ▶ Beneficiaries of the voluntary social insurance scheme (scientific research fellows and workers on vessels owned by foreign companies).
- ▶ Holders of unemployment benefits.
- ▶ Beneficiaries in a pre-retirement situation, covered by the general schemes for employees and self-employed persons or by the voluntary social insurance scheme (scientific research fellows and workers on vessels owned by foreign companies).

Qualifying conditions

- ▶ **To have completed 6 calendar months with earnings registration** on the first day of the event that determines the protection (qualifying period).
- ▶ To have completed at least one month with earnings registration during the six months immediately preceding the date of the event that determines the protection (in the case of Initial Parental Allowance granted exclusively to the Mother and Initial Parental Allowance granted exclusively to the Father).
- ▶ To have taken the respective leaves provided for in the Labour Code, in the case of employees, or equivalent periods in the other cases.

2.2. Parental Social Allowance

Who may apply?

- ▶ Citizens residing in the national territory (nationals, foreigners, refugees and stateless persons) who are not covered by any mandatory social protection scheme, or if covered, they are not entitled to the Parental Allowance.
- ▶ Workers and beneficiaries stated in paragraph 2.1, with income equal to or lower than 80% of the Social Support Index (IAS – *Indexante dos Apoios Sociais*) value and who are not entitled to the Parental Allowance.

Qualifying conditions

- ▶ The income per household member is equal to or lower than 80% of the Social Support Index (IAS) value (means-testing).
- The Social Support Index (IAS) value is **537,13 EUR**.

Household

- ✓ People who live together in a common economy are considered household members, i.e., people who live in the same dwelling and have established among themselves a common experience of mutual help and sharing of resources, having with the applicant, at the date of the application submission, the following family relationship:
 - ▶ Spouse or person living with the applicant in a *de facto* relationship for more than two years.
 - ▶ Adult relatives and kin, in straight line and in collateral line, up to the 3rd degree (for example: children, grandchildren, great-grandchildren, brothers/sisters, parents, uncles/aunts, grandparents and great-grandparents).
 - ▶ Minor relatives and kin, of any degree, in straight line and in collateral line.
 - ▶ Adopters, guardians and people to whom the applicant is entrusted by judicial or administrative decision from entities or services legally competent for that purpose.
 - ▶ Children and young people adopted and protected by the applicant or by any member of the household and children and young people entrusted to the applicant or to any member of the household, by judicial or administrative decision from entities or services legally competent for that purpose.

Household members who are temporarily absent due to work, educational, professional training or health reasons are also considered to be living in a common economy.

- ✗ In the household composition, do not include children and young people who are accommodated in:
 - ▶ Non-profit social support establishments, public or private, whose operation is financed by the State or other legal persons governed by public law or private law and of public utility.
 - ▶ Reception centres, educational or detention centres.

Income

The monthly gross income (without deductions) to be declared concerns all the household members.

In addition to the declared income, the Social Security services consider, *ex officio*, information on other income, either through the exchange of information with the Tax and Customs Authority services, or through consultation in the Social Security Information system of the value of Social Security benefits paid to the household members.

Movable assets

Please state the value of the movable assets. If the household members have movable assets (bank deposits, shares, postal savings certificates and other financial assets), the highest values of the following assets shall be considered as capital income by the Social Security services:

- ▶ The total value of interest on bank deposits, stock dividends or income from postal savings certificates and other financial assets. This information is obtained through the exchange of information with the Tax and Customs Authority services.
- ▶ 5% of the total value of movable assets.

If one asset (e.g.: Bank account) belongs to two or more household members, please divide the total value of the asset by the number of persons to whom it belongs and indicate the value for each person in the row of the table corresponding to him/her.

3. Amounts of the allowances

The daily values correspond to percentages of the beneficiary's Reference Remuneration (RR), with minimum limits established according to the Social Support Index (IAS – *Indexante dos Apoios Sociais*) value:

3.1. Parental Allowance

 120-days option	Daily Values RR %
Parental Allowance granted exclusively to the mother (42 days)	100%
Parental Allowance granted exclusively to the father (28 mandatory days and 7 optional days)	
Remaining 78 days – This period may be shared by both parents	

 150-days option	Daily Values RR %
Parental Allowance granted exclusively to the mother (42 days)	80%
Parental Allowance granted exclusively to the father (28 mandatory days and 7 optional days)	100%
Remaining 108 days – This period may be shared by both parents	80%

 150-days option (120 + 30 additional days per sharing)¹	Daily Values RR %
Parental Allowance granted exclusively to the mother (42 days)	100%
Parental Allowance granted exclusively to the father (28 mandatory days and 7 optional days)	
Remaining 78 days + 30 additional days	

¹ Each parent (father and mother) must take, exclusively, a period of 30 consecutive days or two periods of 15 consecutive days, following the initial parental leave granted exclusively to the mother (42 days).

 180- days option (150 days + 30 additional days per sharing)¹	Daily Values RR %
Parental Allowance granted exclusively to the mother (42 days)	83%
Parental Allowance granted exclusively to the father (28 mandatory days and 7 optional days)	100%
Remaining 108 days + 30 additional days	83%

¹ Each parent (father and mother) must take, exclusively, a period of 30 consecutive days or two periods of 15 consecutive days, following the initial parental leave granted exclusively to the mother (42 days).

 180-days option (150 + 30 additional days with period shared with the father)²	Daily Values RR %
Parental Allowance granted exclusively to the mother (42 days)	90%
Parental Allowance granted exclusively to the father (28 mandatory days and 7 optional days)	100%
Remaining 108 days + 30 additional days	90%

² In which the father takes 60 consecutive days or 2 periods of 30 days, in addition to the period granted exclusively to the father.

 Additional periods for all the options	Daily Values RR %
Birth of multiples - additional 30 days for each baby other than the first one Host family care - 30 days for each foster child (up to one year of age) other than the first one	100%
Increase to the initial parental leave due to prematurity (birth of a premature child) - The entire period of the child's hospitalisation, as well as the 30 days after hospital discharge	

+ Additional periods for all the options (continuation)	Valores diários % RR
Additional period to the initial parental leave due to the child's hospitalisation immediately after the postpartum hospitalisation period - The entire period of the child's hospitalisation, up to a limit of 30 days	100%
Allowance for childbirth outside the island of residence - The entire period indicated in the medical prescription	

⚠ Accumulation of leave with part-time work

If you choose to accumulate your leave with part-time work after the 120-day period, the daily value of the allowance corresponds to half the value calculated according to the percentage applied to the reference remuneration.

What is the reference remuneration (RR)?

The **RR** is defined by the following formulas:

- ▶ **R/180** where **R** is equal to the **total amount of remunerations** registered in the first 6 calendar months preceding the second month prior to the beginning of the absence from work;

OR

- ▶ **R/(30xn)**, in cases where there are no remunerations registered in the reference period indicated above due to the aggregation of contributory periods, with **R** being equal to the total amount of remunerations registered from the beginning of the reference period until the beginning of the month in which the absence from work occurs and **n**, the number of months to which they refer.

The total amount of remunerations registered does not include the holiday pay, Christmas bonus or other payments of a similar nature.

3.2. Parental Social Allowance

Period	Daily values - % of 1/30 of the IAS value
120 days of leave/allowance	80% ¹
150 days (120+30 additional days) per sharing of leave/allowance	
Additional periods due to the birth of multiples	
180 days (150+30 additional days) per sharing of leave/allowance	66%
150 days of leave/allowance	64%

¹ This also applies to the Parental Social Allowance granted exclusively to the father.

⚠ In what concerns the Parental Social Allowance, this cannot be accumulated with part-time work.

II - Completion Instructions

Table 2 "Information for the Parental Allowances granting"

2.1. Birth of multiples

In the case of birth of multiples, you must only tick the additional period if there were children born alive, other than the first one.

Table 3 “Initial parental leave shared by both parents”

3.1. Period of leave/absence from work

If the leave began before the childbirth, the maximum period is 30 days.

3.2. Periods of absence from work

- ▶ You must indicate the period(s) of absence from work and the number of consecutive days corresponding to that(those) period(s), including Saturdays, Sundays and holidays.
- ▶ In the case of Initial Parental Allowance or Initial Parental Social Allowance, in a situation where the leave/allowance period is shared, there cannot be an interruption between the end of one parent's leave/allowance period and the beginning of the other parent's leave/allowance period.
- ▶ The duration of the 1st period granted exclusively to the mother is 42 consecutive days.
- ▶ The duration of the mandatory period granted exclusively to the father is 28 days, of which:
 - ▷ At least 7 consecutive days must be taken immediately after the childbirth;
 - ▷ The remaining period, in consecutive or non-consecutive days, with minimum periods of 7 days, must be taken during the period in which the Initial Parental Allowance is granted to the mother (in the 42 days following the childbirth).
- ▶ If, after the 120-day period, you intend to accumulate your leave with part-time work, the period to be indicated must correspond to half days of work. The daily value of the allowance shall be half of the value calculated according to the percentage applied to the reference remuneration.

Table 4 “Initial parental leave not shared by both parents”

Period of leave/absence from work:

- ▶ If the leave begins before the childbirth, the maximum period is 30 days.
- ▶ You must indicate the period(s) of absence from work and the number of consecutive days corresponding to that(those) period(s), including Saturdays, Sundays and holidays.
- ▶ The duration of the mandatory period granted exclusively to the father is 28 days, of which:
 - ▷ At least 7 consecutive days must be taken immediately after the childbirth;
 - ▷ The remaining period, in consecutive or non-consecutive days, with minimum periods of 7 days, to be taken during the period in which the Initial Parental Allowance is granted to the mother (in the 42 days following the childbirth).
- ▶ If, after the 120-day period, you intend to accumulate your leave with part-time work, the period to be indicated must correspond to half days of work. The daily value of the allowance shall be half of the value calculated according to the percentage applied to the reference remuneration.

Table 5 “Initial Parental Allowance/Initial Parental Social Allowance granted to one parent if the other is unable to take the leave”

You must indicate the period(s) of absence from work and the number of consecutive days corresponding to that(those) period(s), including Saturdays, Sundays and holidays.

 Documents to submit

- ▶ For all of the Parental Allowance modalities:
 - ▷ Medical certificate stating the expected childbirth date (if the allowance application is submitted before childbirth);
 - ▷ Civil identification document of the child or medical certificate issued by the health establishment or service doctor attesting the childbirth date (if the allowance application is submitted after childbirth);
 - ▷ Identification Form - RV 1017, if the allowance beneficiary does not have a Social Security Identification Number;
 - ▷ Continuation Sheet - RP 5049/1, if the applicant is the beneficiary's legal representative.

- ▶ For the Initial Parental Allowance/Initial Parental Social Allowance:
 - ▷ Civil identification document of the child or medical certificate issued by the health establishment or service doctor attesting the childbirth date.
- ▶ For the Initial Parental Allowance or Initial Parental Social Allowance granted to one parent if the other is unable to take the leave:
 - ▷ Medical certificate attesting the physical or mental incapacity of the other parent or death certificate;
 - ▷ Civil identification document of the child or medical certificate issued by the health establishment or service doctor attesting the childbirth date, if the application for the Initial Parental Allowance has not been submitted.