



EMPLOYEE NOTICE

Emergency Paid Sick Leave and Emergency Expanded Family and Medical Leave

April 4, 2020

Emergency Paid Sick Leave

As a result of recently enacted federal law, beginning April 1, 2020, every New York State employee, regardless of Attendance Rules coverage and bargaining unit, will be eligible for up to two weeks of paid sick leave if unable to work or work from home because the employee:

1. Is subject to a federal, state, or local quarantine or isolation order related to COVID-19;
2. Has been advised by a health care provider to self-quarantine because of COVID-19;
3. Is experiencing COVID-19 related symptoms and is seeking a medical diagnosis;
4. Is caring for an individual subject to either an order, as described above in (1), or self-quarantine, as described above in (2);
5. Is caring for the employee's child whose school or place of care is closed, or whose child care provider is unavailable, due to COVID-19; or
6. Is experiencing any other condition specified by the federal government; however, the federal government has not yet identified anything in this category.

Leave for numbers 1, 2, and 3 above will be paid at 100% of an employee's regular rate of pay, up to \$511.00 daily, capped at \$5,110.00 for the two-week period.

Leave for numbers 4, 5, and 6 above will be paid at two-thirds of the employee's regular rate of pay, up to \$200.00 daily, capped at \$2,000.00 for each two-week period.

Emergency Expanded Family and Medical Leave

In addition to the leave described above, New York State employees who have been employed for at least 30 days prior to their request for leave may be eligible for up to an additional 10 weeks of paid leave for number 5 above (i.e. caring for a child whose school or place of care is closed or whose child care provider is unavailable due to COVID-19), paid at two-thirds of the employee's regular rate of pay up to \$200.00 daily, capped at \$10,000.00 for the additional 10 week period.

You cannot be discharged, disciplined, or otherwise discriminated against for taking this leave, filing a complaint, or challenging a denial of leave in any proceeding.

Contact your Human Resources Department with any questions about how these leave benefits work with other Attendance and Leave benefits.