

**National Bureau of Economic Research
Washington, DC Sick Leave Policy**

Employees of the National Bureau of Economic Research (“NBER”) based in Washington, DC will accrue one hour of paid sick leave for every thirty-seven (37) hours worked beginning at the commencement of employment (or October 1, 2014, whichever is later), up to a maximum of seven (7) days (i.e., forty-nine (49) hours) of paid sick leave per calendar year. A newly-hired employee must complete a ninety (90)-day period of employment before he or she may use paid sick leave.

Paid sick leave that is earned under this policy may be used in the event of (a) the employee’s illness or need for preventive medical care, (b) an eligible family member’s illness or need for preventive medical care, (c) the closure of NBER or the school or child care provider of the employee’s child due to a public health emergency, (d) the employee’s need to address the psychological, physical or legal effects of domestic violence, sexual assault, or stalking, or (e) the need to enhance the physical, psychological, or economic health or safety of the employee or the employee’s family member or to enhance the safety of those who associate or work with the employee. For the purposes of this policy, eligible family members include an employee’s child (regardless of age or dependency, including adopted, foster, step or legal ward, a child of a person who has assumed the responsibility of parenthood), spouse, domestic partner, any person with whom the employee has a committed relationship and shares or has shared a residence for at least the past 12 months, parent, sibling (including half-siblings, step-siblings and siblings related through adoption), grandchild or grandparent, or the child or parent of an employee’s spouse or domestic partner.

Employees are requested to give as much advance notice as possible of any leave granted under this policy. Employees may be required to provide documentation from a licensed health care provider for any leave that exceeds three (3) consecutive work days.

An employee is entitled to carry over up to seven (7) days (i.e., forty-nine (49) hours) of accrued, unused paid sick leave to the following calendar year, but in no event will an employee be permitted to use more than seven (7) days (i.e., forty-nine (49) hours) of paid sick leave in any calendar year. Employees will not be paid for accrued, unused paid sick leave upon termination of employment.