

National Bureau of Economic Research Washington Sick Leave Policy

Employees of the National Bureau of Economic Research (“NBER”) based in Washington will accrue one hour of paid sick leave for every forty (40) hours worked beginning at the commencement of employment (or January 1, 2018, whichever is later). A newly-hired employee must complete ninety (90) days of employment before he or she may use paid sick leave.

Paid sick leave that is earned under this policy may be used for the following reasons (a) an employee's mental or physical illness, injury, or health condition; to accommodate the employee's need for medical diagnosis, care, or treatment of a mental or physical illness, injury, or health condition; or an employee's need for preventive medical care; (b) to allow the employee to provide care for a family member with a mental or physical illness, injury, or health condition; care of a family member who needs medical diagnosis, care, or treatment of a mental or physical illness, injury, or health condition; or care for a family member who needs preventive medical care; (c) the closure of NBER or the employee's child's school or child care provider by order of a public official for any health-related reason or (d) for absences that qualify for leave under the domestic violence leave act, chapter 49.76 RCW. For the purposes of this policy, eligible family members include a child, including a biological, adopted, or foster child, stepchild, or a child to whom the employee stands in loco parentis, is a legal guardian, or is a de facto parent, regardless of age or dependency status; a biological, adoptive, de facto, or foster parent, stepparent, or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child; spouse; registered domestic partner; sibling; grandchild; or grandparent.

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 forty (40) hours of accrued, unused paid sick leave to the following calendar year. Employees will not be paid for accrued, unused paid sick leave upon termination of employment. If an employee is rehired within twelve months of separation, any previously earned paid sick time will be reinstated and the employee is entitled to use earned paid sick time immediately upon the re-commencement of employment.