

National Bureau of Economic Research New Jersey Sick Leave Policy

Employees of the National Bureau of Economic Research (“NBER”) based in New Jersey will accrue one hour of paid sick leave for every thirty (30) hours worked beginning at the commencement of employment (or October 29, 2018, whichever is later), up to a maximum of forty (40) hours of paid sick leave per calendar year. To be eligible, an employee must work in the city at least eighty (80) hours in a calendar year. A newly-hired employee must complete a one-hundred and twenty (120) 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 for the following reasons: (1) time needed for diagnosis, care, or treatment of, or recovery from, an employee’s mental or physical illness, injury or other adverse health condition, or for preventive medical care for the employee; (2) time needed for the employee to aid or care for a family member of the employee during diagnosis, care, or treatment of, or recovery from, the family member’s mental or physical illness, injury or other adverse health condition, or during preventive medical care for the family member; (3) absence necessary due to circumstances resulting from the employee, or a family member of the employee, being a victim of domestic or sexual violence, if the leave is to allow the employee to obtain for the employee or the family member: medical attention needed to recover from physical or psychological injury or disability caused by domestic or sexual violence; services from a designated domestic violence agency or other victim services organization; psychological or other counseling; relocation; or legal services, including obtaining a restraining order or preparing for, or participating in, any civil or criminal legal proceeding related to the domestic or sexual violence; (4) time during which the employee is not able to work because of a closure of the employee’s workplace, or the school or place of care of a child of the employee, by order of a public official due to an epidemic or other public health emergency, or because of the issuance by a public health authority of a determination that the presence in the community of the employee, or a member of the employee’s family in need of care by the employee, would jeopardize the health of others; or (5) time needed by the employee in connection with a child of the employee to attend a school-related conference, meeting, function or other event requested or required by a school administrator, teacher, or other professional staff member responsible for the child’s education, or to attend a meeting regarding care provided to the child in connection with the child’s health conditions or disability. For the purposes of this policy, eligible family members include a child, grandchild, sibling, spouse, domestic partner, civil union partner, parent, or grandparent of an employee, or a spouse, domestic partner, or civil union partner of a parent or grandparent of the employee, or a sibling of a spouse, domestic partner, or civil union partner of the employee, or any other individual related by blood to the employee or whose close association with the employee is the equivalent of a family relationship.

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 accrued, unused paid sick leave to the following calendar year, but in no event will an employee be permitted to use more than forty

(40) hours of paid sick leave in any calendar year. Employees will not be paid for accrued, unused paid sick leave upon termination of employment. If an employee is rehired within six (6) 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.