

## **National Bureau of Economic Research New Mexico Sick and Safe Leave Policy**

Employees of the National Bureau of Economic Research (“NBER”) based in New Mexico will accrue one hour of paid sick leave for every thirty (30) hours worked beginning at the commencement of employment (or July 1, 2022, whichever is later). Employees may not use more than sixty-four (64) hours of paid sick leave in any one calendar year.

Paid sick leave that is earned under this policy may be used for (1) for the employee's: (a) mental or physical illness, injury or health condition; (b) medical diagnosis, care or treatment of a mental or physical illness, injury or health condition; or (c) preventive medical care; (2) for care of family members of the employee for: (a) mental or physical illness, injury or health condition; (b) medical diagnosis, care or treatment of a mental or physical illness, injury or health condition; or (c) preventive medical care; (3) for meetings at the employee's child's school or place of care related to the child's health or disability; or (4) for absence necessary due to domestic abuse, sexual assault or stalking suffered by the employee or a family member of the employee; provided that the leave is for the employee to: (a) obtain medical or psychological treatment or other counseling; (b) relocate; (c) prepare for or participate in legal proceedings; or (d) obtain services or assist a family member of the employee with any of the activities set forth in Subparagraphs (a) through (c) of this paragraph.. For the purposes of this policy, eligible family members means an employee's spouse or domestic partner or a person related to an employee or an employee's spouse or domestic partner as: (1) a biological, adopted or foster child, a stepchild or legal ward, or a child to whom the employee stands in loco parentis; (2) a biological, foster, step or adoptive parent or legal guardian, or a person who stood in loco parentis when the employee was a minor child; (3) a grandparent; (4) a grandchild; (5) a biological, foster, step or adopted sibling; (6) a spouse or domestic partner of a family member; or (7) an individual whose close association with the employee or the employee's spouse or domestic partner 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. In cases of domestic abuse, sexual assault or stalking, an employee may choose to provide one of the following types of documentation, which shall be considered as reasonable documentation: a police report, a court-issued document or a signed statement from a victim services organization, clergy member, attorney, advocate, the employee, a family member of the employee or other person affirming that the sick leave was taken for one of the purposes set forth above.

An employee is entitled to carry over accrued, unused paid sick leave to the following calendar year, but in no event will an employee be permitted to use more than sixty-four (64) hours of paid sick leave in a calendar year. Employees will not be paid for accrued, unused paid sick leave upon termination of employment. Former employees that are rehired within twelve months of separation will be reinstated with the accrued but unused sick leave balance.