**Employee Handbook Addendum**

**New York Emergency Paid Sick Leave**

Effective immediately and in accordance with New York State law, the Company will provide \_\_ days of paid sick leave [or unpaid leave] if you cannot work from home and you are subject to a mandatory or precautionary order of quarantine or isolation. This is in addition to any available Paid Time Off and runs concurrently with the Paid Sick Leave benefits under federal law. Once you have exhausted emergency paid sick leave provided in accordance with federal and state law, you will be eligible for Paid Family Leave and Disability benefits if you are still unable to work.

The quarantines covered by New York’s Paid Sick Leave law are mandatory and precautionary quarantines required by the State of New York, the Department of Health, local boards of health or “any government entity duly authorized to issue such order due to COVID-19.” This would include employees who test positive for COVID-19 (mandatory isolation), employees who have had close contact (6 ft) with someone who is positive (mandatory quarantine) or had proximate exposure to a positive person but has not come in direct contact with a positive person and is not displaying symptoms (precautionary quarantine). If you are subject to a mandatory or precautionary order of isolation or quarantine or if you have any questions about this additional paid leave benefit, please contact Human Resources.