

### ***California Paid Sick Leave***

California Paid Sick Leave entitles all California employees to paid sick leave. Employees may take paid leave for themselves or a family member for (1) preventive care or care of an existing health condition or (2) specified purposes if the employee is a victim of domestic violence, sexual assault or stalking. Family members include the employee's parent, child, spouse, registered domestic partner, grandparent, grandchild, and sibling. Preventive care includes annual physicals or flu shots.

Employees will accrue paid sick leave pursuant to The Hartford's Paid Time Office policy which satisfies or exceeds the accrual, carryover, and use requirements of California law. Any absence under one hour is considered a tardy and not sick leave.

#### **Under California Paid Sick Leave, employees:**

- May request and use up to 3 days or 24 hours of accrued paid sick leave per year (employee must advise the manager, either verbally or in writing, that PTO is for qualifying paid sick leave at the time of giving notice about the absence);
- **May not be terminated or retaliated against** for using or requesting the use of accrued paid sick leave; and
- Have the right to file a complaint against an employer who retaliates or discriminates against them for:
  - Requesting or using accrued sick days;
  - Attempting to use accrued paid sick days;
  - Filing a complaint or alleging a violation;
  - Cooperating in an investigation or prosecution of an alleged violation or opposing any policy or practice or act that is prohibited by California Law.