### UNIVERSITY OF CALIFORNIA'S EMERGENCY PAID SICK LEAVE (EPSL)

Up to 80 hours Emergency Paid Sick Leave (EPSL) for full-time employees (non-exempt use in 1-hour increments; exempt use in one day increments). Use EPSL Request Form for pre-approval. EPSL must be used by 9/30/21.

1. Subject to quarantine or isolation order related to COVID-19
2. Advised by health care provider to self-quarantine due to concerns related to COVID-19
3. (a) Experiencing COVID-19 symptoms and seeking medical diagnosis from a health care provider; (b) Exposed to COVID-19 and is seeking or awaiting the results of a diagnostic test for, or a medical diagnosis of, COVID-19; (c) University requested employee to obtain a diagnostic test for, or a medical diagnosis of, COVID-19, and the employee is seeking or awaiting those results; (d) Obtaining immunization related to COVID-19; or (e) Recovering from injury, disability, illness, or condition related to obtaining COVID-19 immunization.
4. Caring for an individual subject to quarantine or isolation order or who has been advised by health care provider to self-quarantine due to concerns related to COVID-19
5. Caring for child whose school/place of care is closed or child care provider unavailable due to COVID-19 precautions
6. Experiencing substantially-similar condition as specified by U.S. Department of Health and Human Services

### UNIVERSITY OF CALIFORNIA’S COVID-19 PAID ADMINISTRATIVE LEAVE (PAL) *

Up to 128 hours; the number of hours for employees who work less than full time shall be prorated according to the percent of the appointment. PAL must be used by 6/30/21. Report time (TRS) as “Paid Leave (COVID19)” or “COVID 19” earn code.

- Employee’s own COVID-19-related illness or that of a family member
- Employee directed not to come to work for COVID-19 related reasons and it’s not operationally feasible to work remotely
- Employee has been ordered to “shelter in place” and it’s not operationally feasible to work remotely
- COVID-19 related school/daycare closure requires employee to be home with child/dependent and it’s not operationally feasible to work remotely

* Use shall not adversely affect the delivery of essential University services.

**AND/OR**

- Employees eligible for both EPSL and UC paid admin leave may elect the order to use the paid leave hours

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Note: Following applies to staff only; academic appointees refer to [https://ap.uci.edu/covid_19](https://ap.uci.edu/covid_19)

Above information does not address employees excluded from the workplace due to COVID-19. Refer to your local HR representative for guidance.