

## California Paid Sick Leave<sup>\*</sup> (Part-Time Employees)

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| <b>Eligibility</b>  | All part-time employees in California who have completed 90 days of employment are eligible for Paid Sick Leave (PSL). |
| <b>PSL Accrual:</b> | Part-time employees accrue PSL from their date of hire at the rate of 1 hour of PSL per 30 hours worked.               |
| <b>PSL Usage:</b>   | Time off may be taken in one-hour increments up to a total of 40 hours PSL for part-time employees.                    |

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| <b>Using Sick Time</b> | A part-time employee can use PSL for the following reasons: <ul style="list-style-type: none"><li>• Diagnosis, care, or treatment of an existing health condition of, or preventive care for, an employee or an employee's family member.</li><li>• If an employee is the victim of domestic violence, sexual assault, or stalking.</li></ul> |
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| <b>Amount of Sick Time</b> | A part-time employee may use up to 40 hours of PSL a year. |
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| <b>PSL Carryover</b> | Part-time employees may carry over up to 72 hours of PSL from one calendar year to the next. |
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| <b>Contact</b> | Please contact your Corporate Human Resources partner with any questions regarding PSL calculations. |
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<sup>\*</sup> The Company reserves the right at any time, to amend, modify, change, suspend, cancel or terminate this policy, in whole or in part.