

City of Los Angeles Paid Sick Leave^{*} (Part-Time Employees)

Eligibility All part-time employees in the city of Los Angeles who have completed 90 days of employment are eligible for Paid Sick Leave (PSL).

PSL Accrual: Part-time employees accrue PSL from their date of hire at the rate of 1 hour of PSL per 30 hours worked.

PSL Usage: Time off may be taken in one-hour increments up to a total of 48 hours PSL for part-time employees.

Using Sick Time A part-time employee can use PSL for the following reasons:

- Diagnosis, care, or treatment of an existing health condition of, or preventive care for, an employee or an employee's family member.
- If an employee is the victim of domestic violence, sexual assault, or stalking.

Amount of Sick Time A part-time employee may use up to 48 hours of PSL a year.

PSL Carryover Part-time employees may carry over up to 72 hours of PSL from one calendar year to the next.

Contact Please contact your Corporate Human Resources partner with any questions regarding PSL calculations.

^{*} The Company reserves the right at any time, to amend, modify, change, suspend, cancel or terminate this policy, in whole or in part.