

The City of Plainfield **Paid Sick Leave Law**

A new law protects workers in Plainfield when they need to take time off from work, when they or a family member needs to go to the doctor, or recover from being sick.

How You Can *Be Informed of Your Rights*

You are protected against being fired or punished for using or requesting sick time. Employers are not permitted to retaliate against employees who use the sick time they are entitled to.

Go to:
www.plainfieldnj.gov

For more information about the City of Plainfield's Paid Sick Time Ordinance.

Know Your **RIGHTS**

Plainfield *Paid Sick Time Law*



All City of Plainfield employees as well as private sector workers in Plainfield have the right to earn paid sick time.

Effective July 15, 2016



1. What is Plainfield's Paid Sick Leave law?

The law requires that all City of Plainfield employees and private businesses operating in Plainfield allow their workers to earn paid sick days to use for themselves or for certain family members. Workers cannot be fired or punished for taking their permitted number of sick days (see question 5) and the time off must be paid.

2. Am I covered?

The law covers most full-time, part-time and seasonal private-sector workers in Plainfield who work at least 80 hours in a calendar year.

3. When can I start using my sick time?

You begin earning sick leave when you start working, but your employer isn't obligated to give it to you until your 90th day on the job.

4. For what purposes can I use my sick time?

Under the law you can take sick time to care for yourself or a family member: a child, parent, spouse, civil union partner, domestic partner, grandparent, grandchild or sibling. In addition to being able to take leave when you or a family member need to recover from an illness, you may also take leave for preventative doctor appointments. Sick time can also be used if your place of employment or if your child's school is closed due to a public health emergency.

5. How much sick time can I earn and use each year?

The City of Plainfield and private –sector workers earn 1 hour of paid sick time for every 30 hours worked. Accrued sick time may be used in hourly increments, up to a maximum of 40 hours depending on the size of the employer and the type of work performed. Please refer to the Earned Sick Time Ordinance for more details.

6. Can I carry over my unused sick leave?

Yes, up to 5 days of unused sick time is carried over to the following calendar year, but your employer is not required to allow you to use more days than you are entitled to (3 or 5 days depending on business size) annually. If you leave your employer and return within 6 months you are also entitled to your previously accrued sick time.

7. What if I already have paid leave or paid time off?

If you already receive the number of days you are entitled to (3 or 5 days, depending on business size) of any type of paid leave, such as personal days, vacation, etc., and you are able to use the time as sick time for yourself or to care for an ill family member, then your employer does not have to give you any additional paid time off.

8. What kind of notice or proof do I have to give my employer?

You are required to give your employer notice of the need to use sick time as soon as practicable. For sick time of more than 3 consecutive days, your employer may require reasonable documentation (i.e., signed doctor's note, not required to explain nature of illness).

9. What if my employer does not allow me to take or punishes me for using the sick time I am entitled to?

The law prohibits retaliation against you for exercising your rights protected under the law.

For inquiries & complaints contact the
City of Plainfield at
908-753-3092 or

www.plainfieldnj.gov

