



## FAQ: Paid COVID-19 Leave for State Employees

### Where did this come from?

On March 17, 2020, the Governor issued Executive Order 20-07, which directed the Commissioner of MMB to develop and implement a policy to provide paid leave to executive branch employees who must be absent from work for reasons related to COVID-19.

### If I'm able to work, what should I do?

- State employees should telework, with supervisor approval, if their job responsibilities can be performed through telework.
- Contact your supervisor to discuss a telework plan.

### What if I am unable to work? Am I covered by Paid COVID-19 Leave?

MMB's policy memo provides for the following uses of COVID-related leave:

#### COVID-19 School Closure Leave

- If you cannot reasonably perform telework while also providing care for children 12 and under (or children over 12 with an ADA-covered disability).

#### COVID-19 Health Leave

- If you are ill with a confirmed case of COVID-19; or
- If you have been exposed to a person with a confirmed COVID-19 case and you are exhibiting the symptoms of COVID-19; or
- If a health care provider determines that your presence in the workplace will jeopardize your health or the health of others; or
- If a health care provider has determined that your presence in the workplace puts you at risk because an underlying condition makes you more vulnerable if exposed to COVID-19.

#### COVID-19 Distance Leave

- If your employer directs you not to report to work for COVID-19 related reasons; or
- If you or someone you must care for is under legal isolation or legal quarantine.

#### Agency Closure Leave

- If the Commissioner of MMB closes your worksite to prevent COVID transmission; or
- If the Commissioner of MMB excuses you from work for COVID-related reasons; or
- If the Commissioner of MMB Budget determines the employee cannot be reassigned.

*NOTE: For employees of the MnSCU campuses, the decision to provide Agency Closure Leave is vested in the college and university presidents.*

Contact your supervisor to discuss a telework plan or coordinate your use of COVID-19 leave.

### How long will this last?

Paid COVID-19 Leave under this policy is available beginning March 18, 2020 and continues until the COVID-19 peacetime emergency is terminated. This policy is subject to change as needed.