



Chapter 308

Coronavirus (COVID-19) – Additional Paid Leave

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Families First Coronavirus Recovery Act (FFCRA)

The FFCRA federal law provides paid leave to eligible employees unable to work (on-campus or remotely) for specified reasons relating to COVID-19. This leave applies April 1 to December 31, 2020 and provides:

- Additional paid sick leave for an employee who is unable to work or telework because the employee:
 - is quarantined due to COVID-19 reasons.
 - must care for an individual subject quarantined due to COVID-19.
 - must care for a child whose school or child care provider is closed or unavailable for reasons related to COVID-19.
- Expanded paid family and medical leave for an employee who is unable to work (or telework) to care for a child whose school/childcare provider is closed or unavailable for reasons related to COVID-19.

View and download the [FFCRA Poster](#) for more details. HR will be announcing this new leave shortly. Please contact [Rebekah Temple](#) should you need to request this leave **after** exhausting your CPAL leave.

Non-Telecommuting Workers Leave (NTWL)

The new NTWL CSU Policy provides additional paid leave up to **304 hours** for employees who meet **all** of the following criteria:

- must have an appointment with a time base that would be eligible for benefits if their time base (exempt or non-exempt) and duration of appointment qualify for standard benefits in the CSU Benefits Eligibility Administrative Guide (even if the employee does not currently elect benefits through the CSU);
- must be unable to work remotely (either full-time, part-time, or intermittently) and on-site work is unavailable due to altered campus business operations;
- must have exhausted all CPAL leave.

NTWL paid leave is available May 1, 2020 and ends on the earlier of:

- June 30, 2020;
- when the stay-at-home directives are lifted by the Governor and/or local government officials and employees are permitted to return to work;
- The employee is required to return to work on a regular basis, whichever occurs first.

Note: Once these hours expire, NTWL will no longer be available.

HR will be announcing this new leave soon. Please contact [Rebekah Temple](#) should you need to request this leave **after** exhausting your CPAL leave.