



If you can't resolve this on your own, here's what you can do:

Call Community Legal Services for advice and possible help at **215-981-3700**

File a complaint with the City of Philadelphia: 215-686-0802 or paidsickleave@phila.gov



Is Your Job Not Giving You Sick Days?

- On behalf of your coworkers, ask for a meeting with boss, hand them the city's poster that explains sick days are now law! (Copy on back)

OR

- Write a letter on behalf of your coworkers asking for sick days under the policy. Sample language for a letter:

Dear Owner/Manager:

As you should already know, Philadelphia law requires all businesses to provide sick leave to its workers. We have not yet been given a copy of your new sick leave policy and do not know whether one exists. We also noticed that you do not yet have a mandatory paid sick leave poster in our workplace. Please respond by circulating your sick leave policy within 3 days or we will take further action.

Sincerely, On behalf of your employees,
Contact name and info (you can create an anonymous email if no one wants to sign.)

OR

- Create an online petition (check coworker.org) and get coworkers and others to sign on

October 2019

Philadelphia's Paid Sick Time

Promoting Healthy Families and Workplaces

EFFECTIVE MAY 13, 2015



Starting **May 13, 2015** employees who work at least 40 hours a year within the City of Philadelphia limits will be eligible to earn paid/unpaid sick leave.

- Employees are eligible to earn 1 hour of sick time for every 40 hours they work.
- Employers with 10 or more employees are required to provide paid sick leave. Employers with 9 or fewer employees are required to provide unpaid sick leave.
- A maximum of 40 sick time hours may be earned in a calendar year. Accrued sick time may be used after an employee has worked a minimum of 90 days. Accrual begins May 13, 2015 for all current employees.
- Earned sick time can be used for the employee's own health needs, to care for a family member or for leave due to domestic abuse or sexual assault.
- If an employer refuses to provide earned sick time or retaliates against employees for utilizing sick time, the employee can make a formal complaint to the City of Philadelphia's Sick Leave Agency after September 2015.

Bill No. 141026

EMPLOYEES COVERED

- Work in the City of Philadelphia
- Work at least 40 hours a year

EMPLOYEES NOT COVERED

- Independent Contractors
- Seasonal Workers
- Adjunct Professors
- Employees hired for a term of less than 6 months
- Interns
- Pool employees
- Employees covered by collective bargaining agreements
- State and federal employees

EMPLOYER INFORMATION

- Employers with 10 or more employees must provide paid sick leave.
- Large chains with employees who work within the City of Philadelphia limits must provide paid sick leave.
- Employers with 9 or fewer employees must provide unpaid sick leave.

Employers must notify employees that they are entitled to sick time, the amount of sick time and the terms of its legal use.

FOR MORE INFORMATION- SUBMIT QUESTIONS TO: paid sickleave@phila.gov