

New Jersey Earned Sick Leave

Notice of Employee Rights

Under New Jersey's Earned Sick Leave Law, most employees have a right to accrue up to 40 hours of earned sick leave per year. Go to [New Jersey Department of Labor and Workforce Development](#) to learn which employees are covered by the law.

New employees must receive this written notice from their employer when they begin employment, and existing employees must receive it by November 29, 2018. Employers must also post this notice in a conspicuous and accessible place at all work sites, and provide copies to employees upon request.

YOU HAVE A RIGHT TO EARNED SICK LEAVE.

Amount of Earned Sick Leave

[New Jersey Department of Labor and Workforce Development](#)

Rate of Accrual

You accrue earned sick leave at the rate of 1 hour for every 30 hours worked, up to a maximum of 40 hours of leave. For example, if you work 30 hours in a month, you will accrue 1 hour of earned sick leave. If you work 60 hours in a month, you will accrue 2 hours of earned sick leave.

Date Accrual Begins

If you are covered by a collective bargaining agreement that was in effect on October 29, 2018, you begin to accrue earned sick leave under this law beginning on the date that the agreement expires. If you are not covered by a collective bargaining agreement, you begin to accrue earned sick leave on February 26, 2019.

Date Earned Sick Leave is Available for Use

You can begin using earned sick leave accrued under this law on February 26, 2019, or the 120th calendar day after the date that the law becomes effective.

Advance Notice

30 days' advance notice of your intention to use earned sick leave. If your need for earned sick leave is unforeseeable (cannot be planned in advance), your employer may require you to give notice as soon as it is practical.

Documentation

Your employer can require reasonable documentation if you use earned sick leave on 3 or more consecutive work days. Your employer may require you to provide a medical provider to specify the medical reason for your leave.

Unused Sick Leave

Your employer may not be required to pay you for unused earned sick leave. If your employer does pay you for unused earned sick leave, the amount of pay cannot exceed the amount of your regular rate of pay for the period of time that you were on leave.

You Have a Right to be Free from Retaliation for Using Earned Sick Leave

Your employer cannot retaliate against you for:

- Filing a complaint for alleged violations of the law
- Communicating with any person, including co-workers, about any violation of the law
- Participating in an investigation regarding an alleged violation of the law, and
- Informing another person of that person's potential rights under the law.

Your employer cannot take any adverse employment action against you for exercising or attempting to exercise any right guaranteed under the law.

You Have a Right to File a Complaint

You can file a complaint with the Department of Labor and Workforce Development online at www.nj.gov/labor or by calling 609-292-2305 between the hours of 8:30 a.m. and 4:30 p.m., Monday through Friday.

Keep a copy of this notice and all documents that show your amount of sick leave accrual and usage.

You have a right to be given this notice in English and, if available, your primary language.

For more information visit the website of the Department of Labor and Workforce Development: www.nj.gov/labor

Enforced by: NJ Department of Labor and Workforce Development
Division of Wage and Hour Compliance, PO Box 389, Trenton, NJ 08625-0389 • 609-292-2305

This and other required employer posters are available free online at nj.gov/labor, or from the U.S. Department of Labor, 200 Constitution Avenue, NW, Washington, DC 20503.

If you need this document in Braille or large print, call 609-292-2305. TTY users can contact 609-292-2305.



Display this poster in a conspicuous place

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