

HOW DO I TAKE TIME OFF FOR COVID-19?

Updated August 8, 2022

This decision tree provides PG&E employees general guidance for isolating, for how long and how to code your time.

Effective, 2/18/22 – A maximum of 80 hours under the California Supplemental Paid Sick Leave (SPSL) may be used for COVID-related time off, retroactive to 1/1/22 until 9/30/22. Select time coding Emergency Paid Leave 2048.

Visit the COVID-19 employee website at pge.com/covide19employee for more information

DEFINITIONS AND NOTATIONS

“Up to date”: BOTH of these statements must be true to be considered up to date on boosters:

1. You have received both shots of the Pfizer / Moderna vaccines, or the single shot of the J&J vaccine;
2. You have received a booster or are not yet eligible for a booster.

Exclusion Pay: Pay for time off due to workplace exposure or isolation when you cannot work from home. At PG&E, exclusion pay is paid via a combination of available sick and capped sick time and Time Off With Permission With Pay (TOWPWP). HR Help Line will confirm options.

A note about Close Contact: While the definition for close contact expanded as of August, 2022, it does not—by itself—require quarantine or isolation. You will be contacted by the HR Help Line if you have been identified as being in close contact with a coworker, but you do not need to take time off.

KEY

Report to work or isolate?

How to code your time

