



Policy regarding Safe and Sick Time

Policy: Effective 1/1/2024 Cherish employees are eligible for Safe and Sick time if they do not receive Paid Time Off. This Safe and Sick Time is offered in accordance with Minnesota Statute 181.9447, Subd 9.

Procedure:

Employees working more than 80 hours in a year qualify for ESST.

ESST is paid at the same base rate of pay as the employee earns from employment. S&S will be paid in accordance with the employee's regularly scheduled hours, or in absence of a schedule, the average number of weekly hours worked in the past quarter, divided by the average number of days worked in a week. The rate of pay will be the base rate and does not include overtime pay.

ESST is accrued at the rate of 1 hour for every 30 hours worked, up to 48 hours annually and up to 80 hours if carried over from previous years. ESST is not earned for overtime paid. ESST is able to be used as it is accrued.

ESST can be used for all reasons outlined by law, including when the employee is sick, to care for a sick family member or to seek assistance if the employee or family member has experienced domestic abuse, sexual assault, or stalking. (See the ESST form for a complete list of allowable events payable by ESST).

To apply for ESST the employee must complete the Cherish request for safe and sick time form. Written documentation by a physician or legal documentation is required for absences of more than three days.

S&S will be paid in accordance with the Cherish payroll schedule. We cannot process immediate PTO requests.

Employees are required to provide notice of a minimum of seven days in advance before using ESST when a medical treatment is scheduled.

Cherish will not retaliate against the employee for using ESST.

ESST is not paid out upon the employee's termination, resignation or retirement, or other separation of employment.

Policy reviewed and authorized by the Cherish owners at a formal Board of Directors meeting