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BURBANK, CA 91506

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2024-27 Basic Tentative Agreement Sick Leave Summary Draft

Sick Leave Accrual:

- Eligible employees will earn 1 hour of paid sick leave for every 30 hours worked.
- **Before January 1, 2025:** Eligible employees will earn 1 hour of paid sick leave for every 30 hours worked. Maximum accrual is 6 days (48 hours). Each producer can provide 3 days (24 hours) of sick leave at the start of each year instead of requiring employees to accrue sick leave.
- **After January 1, 2025:** Maximum accrual increases to **10 days (80 hours)**. Each producer can provide a bank of **5 days (40 hours)** of sick leave at the start of each year instead of requiring employees to accrue sick leave.

Eligibility:

- Employees must work at least 30 days within a year to be eligible.
- **Before January 1, 2025:** Sick leave can be used after employee has been employed for 90 days.
- **After January 1, 2025:** Sick leave can be used after the employee has been **employed for 45 days**.
- Notification for foreseeable sick leave must be given in advance; otherwise, as soon as possible.

Usage:

- Sick leave can be used for the employee's or a family member's health conditions or preventive care.
- It can also be used if the employee is a victim of domestic violence, sexual assault, or stalking.

Usage Limits:

- **Before January 1, 2025:** Accrued sick leave can carry over to the next year of employment, but usage can be limited to 3 days (24 hours).
- **After January 1, 2025:** Accrued sick leave can carry over to the next year of employment, but usage can be limited to **5 days (40 hours)**.
- Maximum accrual across all producers: 6 days (48 hours) until January 1, 2025, then after that, it goes up to a max of **10 days (80 hours) per year**.
- Instead of hourly accrual, producers can provide a bank of sick leave at the start of each year, increasing to **5 days (40 hours) starting January 1, 2025**.

Sick Leave Pay:

- **1 day of sick leave equals 8 hours of pay at the employee's regular rate. It can be used in 4 hour increments.**





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- For weekly employees (including “on-call”), sick leave pay is calculated as one-fifth of the weekly rate under the studio minimum wage scales or one-sixth of the employee’s weekly rate under the distant location minimum wage scales, or half of that for a 4-hour increment.
- Employees do not need to find their replacement to use sick leave.

Termination and Rehire:

- Unused sick leave is not paid out upon termination.
- If rehired within a year, previously accrued and unused sick leave is reinstated.

Producer Notification:

- Information about the designated contact person for confirmation of sick leave eligibility and the amount accrued shall be included in the start paperwork.
- For employees working in California, Producer must either indicate the employee’s available amount of sick time on the employee’s wage statement or in a separate writing provided to the employee on each pay day.

Accessing Sick Leave

- Productions:
 - To access their sick leave, employees working on production should contact their Unit Production Manager or Production Accountant.
- Studio Departments:
 - To access their sick leave, employees working in studio departments should contact their department head or foreperson.

Existing Policies:

- Producers with existing sick leave policies as of specified dates can continue using those policies if they meet or exceed these terms.
- Producers can negotiate better terms for sick leave.

Disputes:

- Any disputes regarding sick leave will be handled through grievance and arbitration procedures.

