

A new law signed by President Trump provides employees paid sick leave and expanded family and medical leave for reasons related to coronavirus disease 2019.

The law is called the Families First Coronavirus Response Act, and its leave provisions are effective through Dec. 31. There are two categories of leave under the FFCRA – Emergency Paid Sick Leave (EPSL) and Emergency Family and Medical Leave Act (EFMLA).

What’s available if I become sick or experience COVID-19 symptoms?

Under EPSL, Department of Defense employees are eligible for 80 hours of paid sick leave at their full rate if they are experiencing COVID-19 symptoms and are seeking a medical diagnosis. This is subject to a federal, state, or local quarantine or isolation order related to COVID-19 and they must be advised by a health care provider to self-quarantine related to COVID-19.

What if I’m caring for someone sick or experiencing COVID-19 symptoms? What if I’m caring for a child whose school or place of care is closed due to COVID-19?

Employees are eligible for 80 hours of paid sick leave at two-thirds their regular rate if they are caring for an individual subject to a quarantine or isolation order or self-quarantine, are caring for a child whose school or place of care is closed (or childcare provider is unavailable) for reasons related to COVID-19, or are experiencing a substantially similar condition, as specified by the secretary of Health and Human Services.

Can I be denied EPSL base upon mission requirements?

Supervisors and organizational leadership may choose to exclude health care providers and emergency responders from EPSL, based upon mission requirements.

What are the monetary limits for EPSL?

The monetary limit for EPSL is \$511 per day and \$5,110 total for an employee unable to work because of EPSL full rate qualifying reasons or \$200 per day and \$2,000 total for an employee unable to work because of two-thirds rate qualifying reasons.

How do I request EPSL if I’m sick or experiencing COVID-19 symptoms? How do I request EPSL if I’m caring for someone who is sick or experiencing COVID-19 symptoms?

Civilians wishing to use EPSL-related sick leave must provide employee’s name, qualifying reason for requesting leave, a signed statement that you are unable to work (including telework), and dates for which the leave is requested.

How do I request EPSL if I’m caring for a child whose school or place of care is closed due to COVID-19?

Those requesting leave due to the closure of a child’s school or place of care, must include name of son or daughter being cared for, name of school, place of care, or child care provider that is closed or unavailable, and a representation that no other suitable person will be caring for the son or daughter during the period the leave is requested.

Who is eligible for EFMLA?

Only civilian employees covered under Title 1 FMLA are eligible for EFMLA. Eligible employees may receive up to 12 weeks of EFMLA, which includes two weeks of unpaid leave (the employee can elect to use their own leave for the 2 weeks) and 10 weeks of paid leave at the two-thirds rate of pay when the employee is unable to work (or telework) due to caring for his/her own child whose school or place of care is closed (or childcare provider is unavailable) for reasons related to COVID-19.

To be eligible for EFMLA, a civilian employee must be employed for at least 30 calendar days prior to requesting the leave and be covered under Title I of the FMLA (chapter 28 of title 29, United States Code).

Title I FMLA covers DoD employees on the following appointment types: Intermittent work schedule (i.e., non-appropriated fund flexible employees on an intermittent work schedule); a temporary appointment (i.e., an appointment with a time limitation of 1 year or less); or covered under unique statutory authorities that apply provisions of title I (e.g. certain employees of the Department of Defense Education Activity).

What is the monetary limit for EFMLA?

It's \$200 per day and \$10,000 total if the employee takes up to 10 weeks, after 2 weeks of LWOP and \$12,000 total when combined with two weeks of paid leave.

How do I submit time and attendance for EPSL or EFML?

EPSL time will be coded using LV and DX environmental hazard code for full rate and DY environmental hazard code for two-thirds rate. For EFMLA, time will be coded KA (or substituted leave type) for the first two weeks, and LV and DZ environmental hazard code for EFMLA up to 10 weeks.

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