

# NOTICE TO ALL MISSOURI EMPLOYEES

## MISSOURI PAID SICK LEAVE

Starting May 1, 2025, Missouri employers must provide paid sick leave (PSL) to all eligible Missouri employees pursuant to the Missouri Paid Sick Leave statute. This Notice provides an overview of the paid sick leave benefits most Missouri employees will receive.

DATE ACCRUAL BEGINS	May 1, 2025 or Date of Hire (if hired after 05/01/2025)
RATE OF PSL ACCRUAL	Employees earn <b>1</b> hour of PSL for every <b>30</b> hours worked
MAX ANNUAL PSL USE	Employees can use up to <b>56 Hours</b> of PSL each year
ANNUAL CARRYOVER MAX	Up to <b>80 Hours</b> of unused PSL is carried over at year-end

### WHO IS ELIGIBLE TO EARN PSL?

Most employees who perform work in Missouri are eligible to earn PSL. Eligible employees are receiving this Notice.

### HOW MUCH PSL CAN EMPLOYEES ACCRUE AND USE EACH YEAR?

Employees earn 1 hour of PSL for every 30 hours **actually worked**. There is no limit on accrual, but employees cannot use more than 56 hours of PSL each year.

### WHAT HAPPENS TO PSL THAT IS ACCRUED BUT NOT USED BY THE END OF THE YEAR?

Employees can carryover up to 80 hours of unused PSL, but carryover does not alter the 56-hour annual usage limit. Employees lose unused PSL over 80 hours at year-end.

### CAN AN EMPLOYER DISCIPLINE EMPLOYEES FOR USING PSL?

No, employers cannot discipline or retaliate against employees who use PSL. However, employers may discipline an employee who falsifies reasons for PSL use or fails to provide proper notice of PSL use.

### ARE EMPLOYEES REQUIRED TO GIVE NOTICE WHEN USING PSL?

Yes, employees must notify their employer when they want to use available PSL and provide the reason for use. If PSL use is **foreseeable**, employees must follow the Company's notice procedures for other absences. If PSL use is **unforeseeable**, employees must provide notice as soon as practicable.

### WHAT RIGHTS DO EMPLOYEES HAVE IF AN EMPLOYER VIOLATES THE MISSOURI PSL LAW?

Employees can bring a civil action against an employer that does not comply with the Missouri PSL law or if the employer retaliates against an employee for using PSL.

For questions about Missouri PSL or to report violations of the Missouri PSL law, employees can contact the Missouri Department of Labor and Industrial Relations at 573-751-3403 or online at [www.labor.mo.gov](http://www.labor.mo.gov).