

Pandemic Flu Outbreak: Executive Branch State Employees

Frequently Asked Questions

Leave / pay

Do I have to go to work?

Under a Pandemic Elevated Level II, you are receiving administrative leave (not using your own leave) unless you are 1) an emergency essential employee or 2) otherwise ordered into work by a supervisor.
MOU Art. 10, Section 5B Emergency Release Determinations

If I have to go to work, what do I get paid?

If the state is closed, and you are ordered to work, every hour you work will count as two hours (double pay).
MOU Art.10, Section 5C Work During Declared Emergency Conditions

Can they take me off the clock to sleep / go on break?

If you are allowed to leave work, they can take you off the clock. If you have to have a break but stay at the worksite, or if you are sleeping at the worksite, that all counts as work time. If they take you off the clock, go home.
MOU Art. 10, Section 5C Work During Declared Emergency Conditions

Can they make me come to work, I am not emergency essential?

If your supervisor contacts you to report to work, you should enquire what work you will be assigned to do. If you are assigned work that 1) you are physically capable of, 2) is legal and being done according to agency policy and 3) you have the licenses or accreditation to be allowed to do, you are required to report and do the work – you will receive double-pay if it is during a closure.

Work during the Pandemic

What safety precautions should I expect at my worksite?

You should have access to hand sanitizer and soap and water. If you are a healthcare worker, the CDC has recommended an N-95 respirator. There should also be a screening protocol for anyone coming to the worksite, for DOC for example they will be checking for symptoms and checking temperature at the door.
MOU Art.38, Section 5 Communicable Diseases

Can I refuse a work assignment?

You only have the right to refuse a work assignment if the work assignment 1) is illegal, 2) you do not have the license or accreditation to do the work, 3) you are not physically able to do the task or 4) if a reasonable person would believe that doing the assignment would result in death or serious injury.
MOU Art.38, Section 2 Unsafe Conditions