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## **An Act To Require an Employer To Provide Notification Regarding the Employer's Personal Leave Policy to Employees**

**Be it enacted by the People of the State of Maine as follows:**

**Sec. 1. 26 MRSA §600** is enacted to read:

### **§ 600. Terms of employment; notice**

**1. Accrued personal leave.** An employer shall provide notice to an employee regarding whether the terms of employment include provisions for paid personal leave and whether upon cessation of employment accrued personal leave has the same status as wages earned. Notice required under this subsection may be accomplished by:

- A. Including in an employee handbook the policy on personal leave; or
- B. Posting, in a conspicuous common area in the place of employment, the policy on personal leave.

### **SUMMARY**

This bill requires that an employer provide notice to an employee regarding whether the terms of employment include provisions for paid personal leave and whether upon cessation of employment accrued personal leave has the same status as wages earned. The notification may be accomplished by including in an employee handbook the policy on personal leave or by posting the policy on personal leave in a conspicuous common area in the place of employment.