



State of Arkansas Public Health Emergency Leave Policy Amendment*

Public Health Emergency Leave Amendment Guidance in response to COVID-19 2020

During this Public Health Emergency and to limit transmission of COVID-19, Departments are directed to require remote work when possible while maintaining the necessary functions of government.

Departments will categorize each state employee under one of three categories:

Category 1: Employees who are critical to the necessary function of government during a public health emergency and are required to report to work on site;

Category 2: Employees who are able to perform their work remotely; or

Category 3: Employees who do not qualify in categories one or two, their job is not critical to the necessary functions of government and cannot be performed remotely.

Departments shall require supervisors of category two employees to develop a work plan with productivity metrics and make contact at least once a day.

Departments will provide the following leave options for employees:

Category 1: Regular pay and leave available

Category 2: Regular pay and leave available

Category 3: Director's Authorized Leave for a period of time to be determined by the Governor

If Category one or two employees become sick or are quarantined due to COVID-19, Director's Authorized Leave shall be used for the duration of the illness or quarantine.

Employees who are receiving Director's Authorized Leave and are not sick or quarantined due to COVID-19 will be available for other assignments for the necessary functioning of government.

*This amendment as a directive from the Governor supersedes the Public Health Emergency Leave Policy if there are conflicting provisions.