

CALIFORNIA HEALTHY WORKPLACES/HEALTHY FAMILIES ACT OF 2014
PAID SICK LEAVE

Entitlement:

- California law provides that an employee who, on or after July 1, 2015, works in California for 30 or more days within a year from the beginning of employment is entitled to paid sick leave that, as a minimum, accrues up to 3 days or 24 hours of accrued paid sick leave per year.
- Autodesk provides paid Sick Leave at the employee's regular wage rate in accordance with Company policy beginning on the first day of employment.
- Autodesk policy does not strictly limit the use of Sick Leave. Employees may be eligible for short-term disability after seven consecutive calendar days of paid Sick Leave. Sick Leave does not accrue or carryover from year-to-year.

Usage:

- An eligible employee may use accrued paid sick days beginning on the first day of employment.
- Eligible employees may use paid sick days upon oral or written request for themselves or a family member for the diagnosis, care or treatment of an existing health condition or preventive care, or specified purposes for an employee who is a victim of domestic violence, sexual assault, or stalking.
- Although Autodesk does not strictly limit use of Sick Leave, employees are expected to use Sick Leave responsibly. A general guideline for excessive use of Sick Leave is anything more than ten days within a 12-month period of time.

Retaliation or discrimination against an employee who requests paid sick days or uses paid sick days or both is prohibited. An employee can file a complaint with the Labor Commissioner against an employer who retaliates or discriminates against the employee.

For additional information you may contact your HRBP or the local office of the Labor Commissioner. Locate the office by looking at the list of offices provided at: <http://www.dir.ca.gov/dlse/DistrictOffices.htm> using the alphabetical listing of cities, locations, and communities. Staff is available in person and by telephone. Autodesk's Sick Leave Policy can be found at: <https://share.autodesk.com/HR/total-rewards/benefits/benefits-us/Documents/AutodeskLeavePolicies.pdf>. You may also contact HR Benefits for more information on this and other leave policies.