

PAID QUARANTINE LEAVE

Any City of Manor Peace Officer (hereinafter "Officer"), as defined by Chapter 180 of the Texas Local Government Code, who is ordered to quarantine by the person's supervisor or Local Health Authority due to a possible or known exposure to a communicable disease WHILE ON DUTY will be fully compensated for the full duration of the mandated quarantine with no reduction in pay.

City of Manor's Officers subject to mandatory quarantine that are not assigned or are not able to perform other tasks for which they can be compensated during that time, are entitled to receive paid quarantine leave for the duration of the quarantine. Exempt Officers subject to mandatory quarantine will receive regularly scheduled paychecks. Non-exempt Officers subject to mandatory quarantine will be paid their current hourly rate multiplied by their regularly scheduled hours.

All Officers under a mandatory quarantine will retain, and will continue to accrue, all employment benefits as if they were on active duty, including, but not limited to, paid time off accrual, pension benefits, and health benefits. All supplemental benefits are still the sole responsibility of the employee, which are to be paid no later than the fifteenth (15th) of each month. Please contact Human Resources as needed for guidance and information.

The City of Manor will not reduce an Officer's sick, vacation, holiday, or other paid leave balance in connection with mandatory paid quarantine leave taken in accordance with this policy.

The City of Manor will reimburse all reasonable costs related to an Officer's mandatory quarantine including, lodging, medical, and transportation costs.

Definitions

Peace officer- means police officers [*may include others, such as marshals, some of whom may be elected*] licensed by the Texas Commission on Law Enforcement and employed by the City of Manor.

Paid quarantine leave means- (1) all employment benefits and compensation, including leave accrual, pension benefits, and health benefit plan benefits provided by the city; and (2) if applicable, reimbursement for reasonable costs related to the quarantine, including lodging, medical, and transportation costs.