

MAINE STATE LEGISLATURE

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117th MAINE LEGISLATURE

FIRST REGULAR SESSION-1995

Legislative Document

No. 523

H.P. 388

House of Representatives, February 14, 1995

An Act Concerning Sick Leave and Vacation Benefits.

Reference to the Committee on Labor suggested and ordered printed.

A handwritten signature in cursive script that reads "Joseph W. Mayo".

JOSEPH W. MAYO, Clerk

Presented by Representative TOWNSEND of Portland.

Cosponsored by Representatives: BRENNAN of Portland, CHASE of China, GREEN of Monmouth, HATCH of Skowhegan, LEMAIRE of Lewiston, PENDLETON of Scarborough, ROSEBUSH of East Millinocket, SAMSON of Jay, STEDMAN of Hartland, TUTTLE of Sanford, Senators: RAND of Cumberland, RUHLIN of Penobscot.

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

4 **Sec. 1. 26 MRSA §636** is enacted to read:

6 **§636. Policy on sick leave and vacation benefits**

8 An employer who provides sick leave or vacation leave to its
10 employees shall develop a written policy on the benefit or
12 benefits provided. The policy must describe eligibility for
14 leave accrual, rate of accrual and eligibility to use accrued
16 leave. The employer shall make a copy of the policy available to
18 employees when hired and shall provide an updated copy of the
20 policy to all employees whenever the policy is changed.

22 **STATEMENT OF FACT**

24 This bill requires employers who provide sick leave or
vacation benefits to employees to develop a written policy
describing the benefits. The policy must be available at the
time of hire and must be provided to all employees whenever it is
changed.