

Employees who work in Tacoma are covered by two minimum employment standards:

PAID SICK LEAVE

Paid sick leave allows employees to take time off of work for health, safety, and some kinds of family care without losing wages or their job. It also protects public health by allowing employees to stay home when they are sick.

MINIMUM WAGE

In November 2015, Tacoma voters approved a \$12 per hour minimum wage to be phased in over two years.

Support for Workers

Employees who are not receiving minimum wage or paid sick leave should contact the City of Tacoma. There are no fees for any employment standards services, and investigations do not include questions about immigration status. To learn more about confidentiality when reporting a violation, call us at (253) 591-5306.

Support for Employers

The City of Tacoma provides model workplace notices, training, tools for evaluating paid time off policies, and more. Contact us for one-on-one help with your employment standards questions.

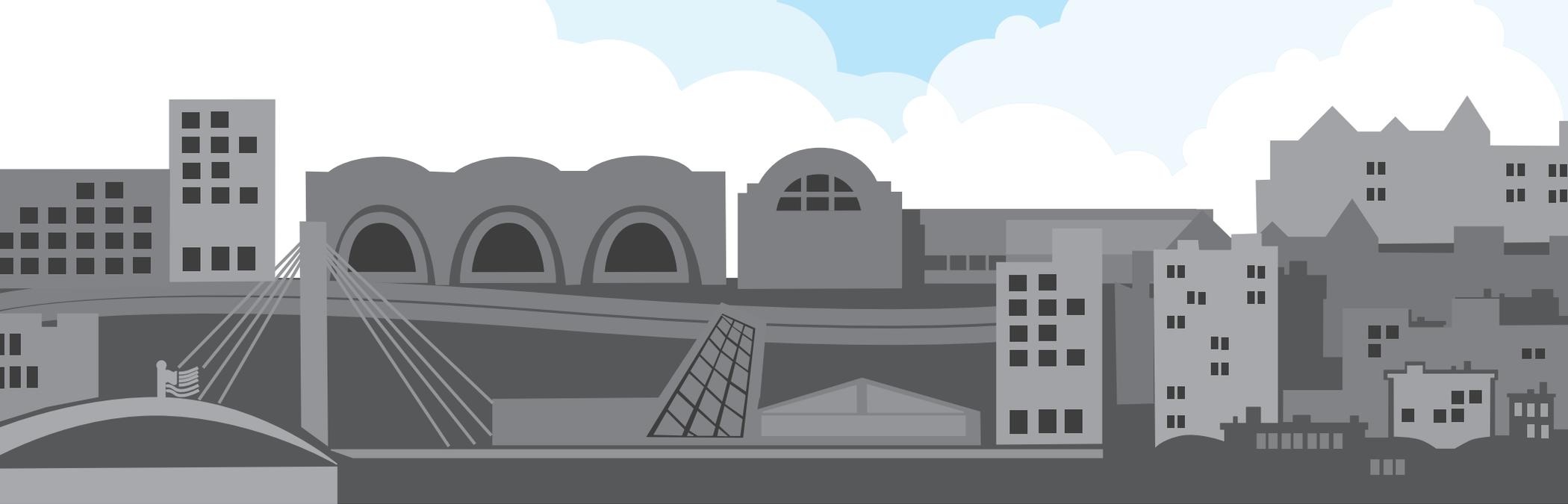
Contact Us

**Cityoftacoma.org/
employmentstandards**
(253) 591-5306



EMPLOYMENT STANDARDS

**Paid Sick Leave &
Minimum Wage
in the
City of Tacoma**



Who earns Tacoma's paid sick leave and minimum wage?

The laws apply to any employee who will work more than 80 hours within the year (including full-time, part-time, seasonal, and temporary workers).

What is the Tacoma Minimum Wage?

The Tacoma Minimum wage phases in gradually:

- \$10.35 per hour beginning February 2016
- \$11.15 per hour in 2017
- \$12.00 per hour in 2018
- Annual adjustments for inflation beginning in 2019

How much paid sick leave is earned?

Employers must provide one hour of leave for every 40 hours worked within Tacoma.

What happens to paid sick hours that an employee earns but does not use within the year?

Employees may carry forward up to 40 hours of unused paid leave into the next year.

When can employees begin using accrued leave?

Employees may use paid sick leave 90 days after the start of employment.

What kinds of absences are covered by paid sick leave?

Employees can request use of their earned leave time for the following:

- Absences related to medical or mental health;
- When the place of employment is closed by order of a public official or to care for a child whose school is closed by order of a public official;

- To seek safety or assistance for domestic violence, sexual assault, stalking; and
- For needs related to the health, safety, or bereavement of a close family member (child, grandchild, sibling, spouse, domestic partner, parent, or grandparent).

What if my paid time off benefits or wages exceed these amounts?

The city laws set a minimum employment standards and are not intended to limit or prohibit more generous leave policies or wages.

How can I learn more?

Get more information by visiting cityoftacoma.org/employmentstandards or call us at (253) 591-5306.

