



Confederated Tribes of Warm Springs, Oregon
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PER 905 D—ADMINISTRATIVE COVID-19 LEAVE

Policy: All Employees regardless of status (i.e., limited duration, part time, probationary) may receive COVID administrative leave for up to 25 days total for the three following scenarios:

1. If you are positive with the COVID virus; or
2. If you been exposed and placed on quarantine; or
3. Need to care for members in your household, or for your immediate family members.

All three scenarios shall be backed up with a documented leave notice provided by a medical provider stating that it is related to COVID-19 or care for a household member with COVID-19. If a person violates a quarantine order and it has been verified, they can be charged with violating ordinance 101 and administrative leave will be revoked. If you have reached the maximum 25 days and experience any of the three scenarios again you have to use Personal Time Off (PTO) or Leave Without Pay (LWOP).

This Policy is in addendum to the previous policy. The first 10 days is effective from June 16th 2020 to September 6, 2021. The second 10 days is effective from September 7, 2021 to January 25, 2022. The last 5 days is in effect from January 26, 2022.

Each segment and change of the policy is effective for those dates they went into effect; however, as of January 26, 2022 if you have not utilized the full 10 days from the June 16 policy and subsequently the full 10 days from the September 7th policy, you can use those days not to exceed the 25 days in total.

