

Emergency Paid Leave (EPL) Fact Sheet

[The American Rescue Plan of 2021 \(Public Law 117-2\) Section 4001](#) provides the Office of Personnel Management (OPM) funding in order to make Emergency Paid Leave (EPL) available to executive branch Federal Employees. EPL is in addition to annual leave and sick leave and is available from March 11, 2021 through September 30, 2021.

Total EPL hours cannot exceed 600 hours of paid leave for each full-time employee. Additionally, EPL is limited to no more than \$2,800 per bi-weekly pay period for each full-time employee. This means that the number of hours you can request and be paid for per pay period depends on your hourly rate. You will need to review your leave and earnings statement to determine your hourly rate.

Below are examples of how this works:

Your Hourly Rate	Maximum EPL Hours You Can Request Per Pay Period
\$35	80 hours (\$35 x 80 = \$2800)
\$56	50 hours (\$56 x 50 = \$2800)

If you have used the maximum amount of EPL per pay period and are unable to work the rest of the pay period, you must choose other types of leave to cover your absence.

EPL is conditional upon your agency being reimbursed from OPM for your leave taken. If funding for EPL is exhausted before OPM reimburses your agency, you will be required to amend your EPL request with other paid leave available or provide monetary reimbursement.

In addition to the self-certification in HR Links when you request EPL, you may be required to provide supporting documentation. Please refer to guidance issued by your human resources office.

Who Can Request EPL?

You can only use EPL if you are UNABLE to work (including telework) due to one of the following conditions:

1. You are subject to COVID-19 quarantine or isolation order/advisory.
2. You are advised by a health care provider to self-quarantine due to COVID-19 concerns.
3. You are caring for an [individual*](#) who is subject to either #1 or #2 above.
4. You are experiencing symptoms of COVID-19 and are seeking a medical diagnosis.

5. You are required to care for a child because the child's school or place of care has been closed due to COVID-19 precautions, the child is participating in virtual learning instruction, or the childcare provider is unavailable.
6. You are experiencing any other substantially similar condition (as approved by OPM).
7. You are caring for a family member who is incapable of self-care (due to mental or physical disability or who is 55 years of age or older) and, without regard to whether another individual other than the employee is available to care for such family member, if the place of care for such family member is closed or the direct care provider is unavailable due to COVID-19.
8. You are obtaining immunization related to COVID-19 or recovering from any injury, disability, illness, or condition related to such immunization (after using any administrative leave provided by the employing agency).

Does EPL Affect Your Retirement Annuity Calculations?

Yes, unlike annual leave or sick leave, you will not receive credit towards your retirement annuity for any EPL used. However, depending on the hours of EPL that you use, the effect will likely be minimal.

The table below illustrates the way that time is valued when calculating your annuity:

Retirement Plan	Annuity Calculation
FERS	1 month = 1/12 of 1%
CSRS	1 month = 1/6 of 1%

Be sure to discuss any concerns with your Human Resources office.

**a. The term "individual" means an employee's family member (as defined in 5 CFR 630.201), a person who regularly resides in the employee's home, or a similar person with whom the employee has a personal relationship that creates an expectation that the employee would care for the person if he or she were quarantined or self-quarantined. For this purpose, "individual" does not include persons with whom the employee has no personal relationship. b. The individual must depend on the employee to care for him or her and the individual must meet the conditions described in qualifying circumstance (1) or (2).*