



## Minnesota Earned Sick and Safe Time Employee Notice

This Notice is intended for employees of TrueBlue, Inc. and its subsidiaries (PeopleReady, Staff Management | SMX, Simos, Centerline, PeopleScout, and RenewableWorks) in Minnesota.

Under Minnesota law, you are entitled to earn sick and safe time (ESST), a form of paid leave. You will accrue one hour of earned sick and safe time for every 30 hours you work, up to 48 hours in a calendar year.

If you have questions about how many ESST hours you have available, or those that have been used in the most recent pay period, contact your manager, local branch, or Employee Relations ([hr-advice@trueblue.com](mailto:hr-advice@trueblue.com)). You are not required to seek or find a replacement for any shift you miss when using ESST.

ESST can be used for:

- your own mental or physical illness, treatment or preventive care;
- the mental or physical illness, treatment or preventive care of an your family member;
- absence due to domestic abuse, sexual assault or stalking of you or a family member;
- closure of your workplace due to weather or public emergency or closure of your family member's school or care facility due to weather or public emergency; and
- when determined by a health authority or health care professional that you or your family member is at risk of infecting others with a communicable disease.
- to make arrangements for or attend funeral services or a memorial or address financial or legal matters that arise after the death of a family member.

### Notifying Your Manager When You Use ESST, Supporting Documentation

You are required to provide advanced notice of your need to use ESST when possible (for example, for planned medical appointments). In situations where you cannot provide advance notice of your need to use ESST, you must contact your manager (or local branch) or follow any specific "call-out" procedures you have been provided as soon as possible. If you use more than three consecutive days of ESST, we may require you to provide documentation regarding the reason for the use of ESST.

### Retaliation, Right to File a Complaint

TrueBlue strictly prohibits any retaliation against employees who use or request ESST or otherwise exercising their rights under the ESST law. You may file a complaint with ComplianceAlert ([www.truebluecompliancealert.com](http://www.truebluecompliancealert.com)) or 1-855-70-ALERT or with the Minnesota Department of Labor and Industry (DLI) (651-284-5075) or [dli.laborstandards@state.mn.us](mailto:dli.laborstandards@state.mn.us); or also file a civil action in court for ESST violations.

### Questions?

Contact Employee Relations ([hr-advice@trueblue.com](mailto:hr-advice@trueblue.com)), your manager, or your local branch.

This document contains important information about your employment. Check the box at the left to receive this information in this language.

Spanish/Español	Este documento contiene información importante sobre su empleo. Marque la casilla a la izquierda para recibir esta información en este idioma.
Hmong/Hmoob	Daim ntawv no muaj cov xov tseem ceeb hais txog thaum koj ua hauj lwm. Khij lub npauv ntawm sab laug yog koj xav tau cov xov tseem ceeb no txhais ua lus Hmoob.
Vietnamese/Việt ngữ	Tài liệu này chứa thông tin quan trọng về việc làm của quý vị. Đánh dấu vào ô bên trái để nhận thông tin này bằng Việt ngữ.
Simp. Chinese/简体中文	本文件包含与您的雇用相关的重要信息。勾选左边的方框将接收以这种语言提供的信息。
Russian/русский	Данный документ содержит важную информацию о вашем трудоустройстве. Отметьте галочкой квадрат слева для получения этой информации на данном языке.
Somali/Soomaali	Dokumentigan waxaa ku qoran macluumaad muhiim ah oo ku saabsan shaqadaada. Calaamadi sanduuqan haddii aad rabto inaad macluumaadkan ku hesho luqaddan.
Laotian/ລາວ	ເອກະສານນີ້ມີຂໍ້ມູນທີ່ສໍາຄັນກ່ຽວກັບການຈ້າງງານຂອງທ່ານ. ກວດເບິ່ງກ່ອງທີ່ຢູ່ເບື້ອງຊ້າຍເພື່ອຮັບຂໍ້ມູນນີ້ໃນພາສາລາວ.
Korean/한국어	이 문서에는 귀하의 고용 형태에 관련된 중요한 정보가 담겨있습니다. 이 언어로 이 정보를 받기를 원하시면 왼쪽 상자에 체크하여 주세요.
Tagalog/Tagalog	Ang dokumentong ito ay nagtataglay ng mahalagang impormasyon tungkol sa iyong pagtatrabaho. Lagyan ng tsek ang kahon sa kaliwa upang matanggap ang impormasyong ito sa wikang ito.
Oromo/Oromoo	Waraqaan kun waayee hojii keetii odeeffannoo barbaachisoo ta’an qabatee jira. Saaxinnii karaa bitaatti argamu kana irratti mallattoo godhi yoo afaan Kanaan barreeffama argachuu barbaadde.
Amharic/አማርኛ	ይህ ደብዳቤ ለአብዛኛው የሚሰጠው አስፈላጊ መረጃ የያዘ ነው። ይህንን ደብዳቤ በስተግራ በኩል ባለው ቋንቋ ተተርጉሞ እንዲሰጥዎት ከፈለጉ በዛው በስተግራ በኩል ባለው ሳጥን ውስጥ ምልክት ያድርጉ።
Karen/ကညီကျိာ်	လၢ်တီၢ်လၢ်ဖိတခါအံၤလၢ်တၢ်ဂ့ၢ်တၢ်ကျိၤအကျိၤခိၣ်လၢအဘၣ်ယးဒီးန့ၢ်တၢ်ဖဲတၢ်မၤန့ၣ်လီၤ. တၢ်နီၣ်တၢ်ဒီးလၢအဘၣ်တကၤလၢတၢ်ကဒီးန့ၢ်တၢ်ဂ့ၢ်တၢ်ကျိၤလၢကျိၣ်တခါအံၤအဂီၢ်တက့ၢ်.
Arabic/العربية	يحتوي هذا المستند على معلومات مهمة حول عملك. ضع علامة في المربع على اليمين للحصول على هذه المعلومات في هذه اللغة.