



# Bernalillo County Employee Wellness Act Ordinance 2019-32

## How Much Paid Time Off Do Employees Accrue?

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- Any employee who performs at least 56 hours of work for an employer whose physical premises is located in the unincorporated part of Bernalillo County will accrue one hour of paid time off for every 32 hours worked.
- Employees begin accruing paid time off on the 1st day of employment or the first day of the effective date of the ordinance if they are already employed.
- Effective July 1, 2021, employees working for employers with 11-34 employees shall not accrue or use more than 44 hours of earned paid time off in a year, unless the employer's policy provides for a higher limit on use or accrual.
- Effective July 1, 2022, employees working for employers with 35 or more employees shall not accrue or use more than 56 hours of earned paid time off in a year, unless the employer's policy provides for a higher limit on use or accrual.

## When and How Can Employees Use Paid Time Off?

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- Employers will advise employees how they can make a request for paid time off, either at the effective date of the ordinance, or the first day of employee's hire, whichever is first.
- Employees can start using paid time off on the 90th day of employment or 90 calendar days after the effective date of the ordinance if the employee is already hired.
- An employer shall permit an employee to utilize the earned paid time off for any purpose.

## Helpful Links:

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<https://www.bernco.gov/planning/employee-wellness-act.aspx>

Retaliation or discrimination against an employee who requests and/or uses paid time is prohibited. An employee can file a complaint against an employer who retaliates or discriminates against the employee or who fails to provide required paid leave.

For more information, contact:  
Community Services Division Offices: (505) 468-7343  
[deputycountymgr\\_communityservices@bernco.gov](mailto:deputycountymgr_communityservices@bernco.gov)

For more information visit [www.bernco.gov](http://www.bernco.gov)