STATE OF CALIFORNIA   BETTY T. YEE
                                                                                  California State Controller

STATE CONTROLLER'S OFFICE
PERSONNEL AND PAYROLL SERVICES DIVISION
P.O. BOX 942850
SACRAMENTO, CA 94250-5878

DATE: October 21, 2022   LEAVE ACCOUNTING LETTER #22-007

TO: All Agencies in the California Leave Accounting System (CLAS)

FROM: Jil Barraza, Chief
          Personnel and Payroll Services Division

RE: **COVID-19 SUPPLEMENTAL PAID SICK LEAVE EXTENSION**

On September 30, 2022, Assembly Bill (AB) 152 was signed which extended the COVID-19 Supplemental Paid Sick Leave benefit, which has a new termination date of December 31, 2022. The benefit will continue to use the same Leave Accounting code as outlined in Leave Letter 22-002, and acceptable usage of this benefit is outlined in California Department of Human Resource's policy HR Manual, Section 2127.

In summary, the features of the SPSL transaction code, first issued for Senate Bill 114 and extended with AB 152, related to COVID-19 Supplemental Paid Sick Leave are:

Transaction Code: SX
Transaction Name: Use – SPSL2022
Time Tracked: Hours
Leave Benefit Used: AT
Effective: 01/01/22
Expires: 12/31/22
PIP/FTP Earnings ID: ATSX

The Personnel and Payroll Services Division has released a Payroll Toolkit that has more information on COVID-19 Supplemental Paid Sick Leave and may be found at the following link: https://sco.ca.gov/ppsd_covid19_SPSL_toolkit.html.

If an employee enrolled in the Voluntary Personal Leave Program (VPLP) uses the COVID-19 SupplementalPaid Sick Leave, their VPLP credit will not post automatically and it is the responsibility of the departmental HR offices to post the prorated VPLP amount for the leave period.

If you have questions regarding this letter, please contact the Leave Accounting Liaison at (916) 327-0756. For assistance with personnel or payroll related items, agencies can use the following contact information:

Contacts:
- Affordable Care Act (ACA) Email acasupport@sco.ca.gov
- Cal Employee Connect Feedback Email connectfeedback@sco.ca.gov
- Cal Employee Connect Email connecthelp@sco.ca.gov
- California Leave Accounting System (CLAS) Email Clas@sco.ca.gov

- ConnectHR Email connecthrhelp@sco.ca.gov
- CS Escalation Email (HR Supervisors and Managers) PPSDOps@sco.ca.gov
- HR Suggestions Email (All HR Staff) PPSDHRSuggestions@sco.ca.gov
- Management Information Retrieval System (MIRS) Email PPSDmirs@sco.ca.gov
- [Statewide Customer Contact Center](#) (916) 372-7200

SCO Key Initiatives:
- [Cal Employee Connect Project](#)
- [California State Payroll System Project](#)

JEB:MRV:CLAS