

STATE REGULATION NOTICE

WASHINGTON STATE PAID SICK AND SAFE TIME LAW

Congratulations and Welcome to Booz Allen!

As an employer in the state of Washington, we are obligated by law to provide information to you regarding the Washington state Paid Sick and Safe Time Law. The law allows employees to accrue 1 leave hour for every 40 hours worked. Accrued, unused paid sick leave balances of 40 hours or less must carry over to the following year, however, if an employee carries over unused paid sick leave to the following year, accrual of paid sick leave in the subsequent year would be in addition to the hours accrued in the previous year and carried over. Retaliation by the employer for the employee's lawful use of paid sick leave and other rights provided under the Minimum Wage Act (chapter 49.46 RCW), and all applicable rules, is prohibited. For more information on this law please visit the [Washington State Department of Labor & Industries website](#).

Please note that Booz Allen's Leave Programs policy exceeds the requirements of this law. If you have any questions or concerns regarding this notice, please do not hesitate to contact your HR Talent Consultant, or the [Employment Risk Management and Compliance Team](#).

As a reminder, all firm policies, including the Paid Time Off policy, can be found on the Policy Library at [Ethics.bah.com](#).

Best regards,

Employment, Risk Management and Compliance Team