

PAID SICK LEAVE – CALIFORNIA PRODUCTIONS¹

ELIGIBILITY, ACCRUAL, AND USE

Paid sick leave eligibility and accrual rates for each production employee are tracked by Entertainment Partners. For your reference, below is a short summary of the current paid sick leave requirements for union and non-union production employees.

Designated Representative: Questions regarding paid sick leave balance and eligibility status should be directed to the production's Payroll Accounting Department.

Accrual Eligibility:

- Paid Sick Leave (All Union Employees): Employees begin to accrue paid sick leave after 30 days worked for any part of the Universal Entertainment umbrella in a calendar year.
- Paid Sick Leave (Non-Union, Los Angeles Only): Employees begin to accrue paid sick leave on their first day of work for any part of the Universal Entertainment umbrella in a calendar year.
- Paid Sick Leave (Non-Union, Outside Los Angeles²): Employees begin to accrue paid sick leave after 30 days worked for any part of the Universal Entertainment umbrella in a calendar year.

Accrual Calculation & Maximum: Employees accrue 1 hour of paid sick leave for every 30 hours worked for any part of the Universal Entertainment umbrella, up to a maximum of 10 days or 80 hours per year, whichever is greater.

Use: Employees can use paid sick leave for the following reasons:

- The employee's own illness, injury, medical condition, need for medical care, diagnosis, treatment or preventative care;
- To care for or aid an eligible family member when they are ill, injured, or receiving medical care, diagnosis, treatment, or preventative care;
- If the employee is a victim of domestic violence, sexual assault, or stalking, including to:
 - Seek medical attention for injuries caused by domestic violence, sexual assault, or stalking;
 - Obtain services from a domestic violence shelter, program, or rape crisis center as a result of domestic violence, sexual assault, or stalking;
 - Obtain psychological counseling related to an experience of domestic violence, sexual assault, or stalking;
 - Participate in safety planning and take other actions to increase safety from future domestic violence, sexual assault, or stalking, including temporary or permanent relocation;
 - Obtain or attempt to obtain any relief, including a temporary restraining order or other injunctive relief, to help ensure the health, safety, or welfare of the victim or his or her child; or
- Any reason permitted by applicable law.

Use Eligibility:

- Paid Sick Leave (Union Employees): Employees may use accrued paid sick leave after 45 days worked for any part of the Universal Entertainment umbrella.
 - The 30-day accrual waiting period and 45-day use waiting period run concurrently; individuals do not need to wait 30 days to accrue and then wait another 45 days to use.

¹ Employees covered by a collective bargaining agreement ("CBA") that addresses the paid sick leave and/or paid leave provisions discussed in this policy will be governed by the terms of that CBA.

² Certain cities in California may have additional paid sick leave requirements. The production provides paid sick leave in accordance with applicable local laws.

- The 30-and 45-day waiting periods are not per year; they are one time only and only re-start if someone has had a break in service of more than 1 year.
- Paid Sick Leave (Non-Union Employees): Employees may use accrued paid sick leave after 90 days worked for any part of the Universal Entertainment umbrella.

Use Notice: If your need for paid sick leave is foreseeable, provide reasonable advance verbal or written notice to your department head **and** the UPM. If your need for leave is unforeseeable, provide such notice as soon as practicable.

Use Maximum:

- Union employees may use up to 5 days or 40 hours of paid sick leave, whichever is greater, per calendar year across any part of the Universal Entertainment umbrella.
- Paid Sick Leave (Non-Union, Los Angeles Only): Employees may use up to 48 hours of paid sick leave per calendar year across any part of the Universal Entertainment umbrella.
- Paid Sick Leave (Non-Union, Outside Los Angeles): Employees may use up to 5 days or 40 hours of paid sick leave per calendar year across any part of the Universal Entertainment umbrella, whichever is greater.

Increments of Use:

- Union employees must use paid sick leave in 4-hour increments.
- Non-union employees must use paid sick leave in 2-hour increments.

Use Pay:

Hourly/Daily Employees:

- Non-Union Employees: 1 day of paid sick leave equals 12 hours of pay at straight time rate; 1 half day of paid sick leave equals 6 hours of pay at straight time rate.
- Union Employees: 1 day of paid sick leave equals 8 hours of pay at straight time rate; 1 half day of paid sick leave equals 4 hours of pay at straight time rate.

Weekly Employees: 1 day of paid sick leave equals 1/5 of weekly rate; 1 half day of paid sick leave equals 50% of the 1/5 weekly rate. **Note:** Replacements for weekly employees may be hired on a pro-rata basis of the weekly rate.

Accrued Unused Sick Leave: Is carried over to the following year, but is not paid out upon termination, resignation or other separation of employment. If an employee is rehired within one year of the employee's separation from employment, the employee's accrued and unused paid sick leave is reinstated upon rehire.

PAID SICK LEAVE AND PAID LEAVE – CHICAGO, ILLINOIS PRODUCTIONS³

ELIGIBILITY, ACCRUAL, AND USE

Paid sick leave and paid leave eligibility and accrual rates for each production employee are tracked by Entertainment Partners. For your reference, below is a short summary of the current paid sick leave and paid leave requirements for union and non-union production employees.

Designated Representative: Questions regarding paid sick leave and/or paid leave balances and eligibility status should be directed to the production's Payroll Accounting Department.

Use Notice: If your need for paid sick leave and/or paid leave is foreseeable, provide reasonable advance verbal or written notice to your department head **and** the UPM. If your need for leave is unforeseeable, provide such notice as soon as practicable.

Paid Sick Leave (Union & Non-Union Employees)

- **Accrual Eligibility:**
 - **Union Employees** begin to accrue paid sick leave after 30 days worked for any part of the Universal Entertainment umbrella in a calendar year.
 - **Non-Union Employees** begin to accrue paid sick leave on their first day worked for any part of the Universal Entertainment umbrella in a calendar year.
- **Accrual Calculation & Maximum:**
 - **Union Employees** accrue 1 hour of paid sick leave for every 30 hours worked for any part of the Universal Entertainment umbrella, up to a maximum of 10 days or 80 hours per year, whichever is greater.
 - **Non-Union Employees** accrue 1 hour of paid sick leave for every 35 hours worked for any part of the Universal Entertainment umbrella, up to a maximum of 40 hours per year.
- **Use:** All employees may use paid sick leave for the following reasons:
 - The employee's own illness or injury, or to receive professional care, including preventive care, treatment, or diagnosis, for medical, mental, or behavioral issues, including substance abuse disorders;
 - The employee's family member's illness or injury or quarantine order, or to care for a family member receiving professional care, including preventive care, treatment, or diagnosis, for medical, mental, or behavioral issues, including substance abuse disorders;
 - The employee or the employee's family member is a victim of domestic violence, a sex offense (which includes stalking, aggravated stalking, or cyber stalking), or trafficking;
 - The Company's closure, by order of a public official due to a public health emergency;
 - The employee needs to care for a family member whose school, class, or place of care has been closed; or
 - The employee is following an order of the Mayor, Governor of Illinois, Chicago Department of Public Health, or a treating health care provider, requiring the employee to:
 - Remain home to minimize the transmission of a communicable disease;
 - Remain at home while experiencing symptoms or sick with a communicable disease;
 - Follow a quarantine or isolation order; or
 - Any reason permitted by applicable law.
- **Use Eligibility:**
 - **Union Employees** may use accrued paid sick leave after 45 days worked for any part of the Universal Entertainment umbrella in a calendar year.

³ Employees covered by a collective bargaining agreement ("CBA") that addresses the paid sick leave and/or paid leave provisions discussed in this policy will be governed by the terms of that CBA.

- The 30-day accrual waiting period and 45-day use waiting period run concurrently; individuals do not need to wait 30 days to accrue and then wait another 45 days to use.
 - The 30-and 45-day waiting periods are one time only and only re-start if an individual has had a break in service of more than 1 year.
 - **Non-Union Employees** may use accrued paid sick leave after 30 days worked for any part of the Universal Entertainment umbrella.
- Use Maximum:
 - **Union Employees** may use up to 5 days or 40 hours of paid sick leave per calendar year across any part of the Universal Entertainment umbrella, whichever is greater.
 - **Non-Union Employees** may use accrued paid sick leave as needed.
- Increments of Use:
 - **Union Employees** must use paid sick leave in 4-hour increments.
 - **Non-Union Employees** must use paid sick leave in 2-hour increments.
- Use Pay:
 - Hourly/Daily Employees:
 - **Union Employees:** 1 day of paid sick leave equals 8 hours of pay at straight time rate; 1 half day of paid sick leave equals 4 hours of pay at straight time rate.
 - **Non-Union Employees:** 1 day of paid sick leave equals 12 hours of pay at straight time rate; 1 half day of paid sick leave equals 6 hours of pay at straight time rate.
 - Weekly Employees:
 - 1 day of paid sick leave equals 1/5 of weekly rate; 1 half day of paid sick leave equals 50% of the 1/5 weekly rate. Note: Replacements for weekly employees may be hired on a pro-rata basis of the weekly rate.
- Carryover:
 - **Union Employees** may carry over accrued and unused paid sick leave to the following year. Paid sick leave is not paid out upon termination, resignation or other separation of employment. If an employee is rehired within one year of the employee's separation from employment, the employee's accrued and unused paid sick leave is reinstated upon rehire.
 - **Non-Union Employees** may carry over up to 80 hours of paid sick leave to the following year. Paid sick leave is not paid out upon termination, resignation or other separation of employment. If an employee is rehired within one year of the employee's separation from employment, the employee's accrued and unused paid sick leave is reinstated upon rehire.

Paid Leave (Non-Union Employees)

- Accrual Eligibility:
 - Employees begin to accrue paid leave on their first day worked for any part of the Universal Entertainment umbrella in a calendar year.
- Accrual Calculation & Maximum:
 - Employees accrue 1 hour of paid leave for every 35 hours worked for any part of the Universal Entertainment umbrella, up to a maximum of 40 hours per year.
- Use:
 - Employees may use paid leave for any purpose.
- Use Eligibility:
 - Employees may use accrued paid leave after 90 days worked for any part of the Universal Entertainment umbrella.
- Use Maximum:
 - Employees may use accrued paid leave as needed.
- Increments of Use:
 - Employees must use paid leave in 4-hour increments.

- Use Pay:
 - 1 day of paid leave equals 12 hours of pay at straight time rate; 1 half day of paid leave equals 6 hours of pay at straight time rate.
- Carryover:
 - Employees may carry over up to 16 hours of paid leave to the following year. Paid leave is paid out upon termination, resignation or other separation of employment.

PAID SICK LEAVE – GEORGIA (IATSE ONLY)⁴

ELIGIBILITY, ACCRUAL, AND USE

Paid sick leave eligibility and accrual rates for each production employee are tracked by Entertainment Partners. For your reference, below is a short summary of the current paid sick leave requirements for union production employees.

Designated Representative: Questions regarding paid sick leave balance and eligibility status should be directed to the production's Payroll Accounting Department.

Accrual Eligibility: Employees begin to accrue paid sick leave after 30 days worked for any part of the Universal Entertainment umbrella in a calendar year.

Accrual Calculation & Maximum: -Employees accrue 1 hour of sick leave for every 30 hours worked for any part of the Universal Entertainment umbrella, up to a maximum of 10 days or 80 hours per year, whichever is greater.

Use: Diagnosis, care or treatment of an existing health condition of, or preventative care for, the employee or the employee's family member. May also be used by an employee who is a victim of domestic violence, sexual assault, or stalking.

Use Eligibility: Employees may use accrued paid sick leave after 45 days worked for any part of the Universal Entertainment umbrella. *Note:* 1) 30-day accrual waiting period and 45-day use waiting period run concurrently; individuals do not need to wait 30 days to accrue and then wait another 45 days to use. 2) The 30-and 45-day waiting periods are not per year; they are one time only and only re-start if someone has had a break in service of more than 1 year.

Use Notice: If your need for paid sick leave is foreseeable, provide reasonable advance verbal or written notice to your department head and the UPM. If your need for leave is unforeseeable, provide such notice as soon as practicable.

Use Maximum: Employees may use up to 5 days or 40 hours per calendar year across any part of the Universal Entertainment umbrella, whichever is greater.

Increments of Use: Employees must use paid sick leave in 4-hour increments.

Use Pay:

Hourly/Daily Employees: 1 day of paid sick leave equals 8 hours of pay at straight time rate; 1 half day of paid sick leave equals 4 hours of pay at straight time rate.

Weekly Employees: 1 day of paid sick leave equals 1/5 of weekly rate; 1 half day of paid sick leave equals 50% of the 1/5 weekly rate. *Note:* Replacements for weekly employees may be hired on a pro-rata basis of the weekly rate.

Accrued Unused Sick Leave: Is carried over to the following year, but is not paid out upon termination, resignation or other separation of employment. If an employee is rehired within one year of the employee's separation from employment, the employee's accrued and unused sick leave is reinstated upon rehire.

⁴ Employees covered by a collective bargaining agreement ("CBA") that addresses the paid sick leave and/or paid leave provisions discussed in this policy will be governed by the terms of that CBA.

PAID SICK LEAVE – NEW YORK PRODUCTIONS (IATSE LOCAL 600 & 700 ONLY)⁵

ELIGIBILITY, ACCRUAL, AND USE

Paid sick leave eligibility and accrual rates for each production employee are tracked by Entertainment Partners. For your reference, below is a short summary of the current paid sick leave requirements for union and non-union production employees.

Designated Representative: Questions regarding paid sick leave balance and eligibility status should be directed to the production's Payroll Accounting Department.

Accrual Eligibility: Employees begin to accrue paid sick leave after 30 days worked for any part of the Universal Entertainment umbrella in a calendar year.

Accrual Calculation & Maximum: Employees accrue 1 hour of paid sick leave for every 30 hours worked for any part of the Universal Entertainment umbrella up to a maximum of 10 days or 80 hours per year, whichever is greater.

Use: Diagnosis, care or treatment of an existing health condition of, or preventative care for, the employee or the employee's family member. May also be used by an employee who is a victim of domestic violence, sexual assault, or stalking.

Use Eligibility: Employees may use accrued paid sick leave after 45 days worked for any part of the Universal Entertainment umbrella. *Note*: 1) 30-day accrual waiting period and 45-day use waiting period run concurrently; individuals do not need to wait 30 days to accrue and then wait another 45 days to use. 2) The 30-and 45-day waiting periods are not per year; they are one time only and only re-start if someone has had a break in service of more than 1 year.

Use Notice: If your need for paid sick leave is foreseeable, provide reasonable advance verbal or written notice to your department head and the UPM. If your need for leave is unforeseeable, provide such notice as soon as practicable.

Use Maximum: Employees may use up to 5 days or 40 hours per calendar year across any part of the Universal Entertainment umbrella, whichever is greater.

Increments of Use: Employees must use paid sick leave in 4-hour increments.

Use Pay:

Hourly/Daily Employees: 1 day of paid sick leave equals 8 hours of pay at straight time rate; 1 half day of paid sick leave equals 4 hours of pay at straight time rate.

Weekly Employees: 1 day of paid sick leave equals 1/5 of weekly rate; 1 half day of paid sick leave equals 50% of the 1/5 weekly rate. *Note*: Replacements for weekly employees may be hired on a pro-rata basis of the weekly rate.

Accrued Unused Sick Leave: Is carried over to the following year, but is not paid out upon termination, resignation or other separation of employment. If an employee is rehired within one year of the employee's separation from employment, the employee's accrued and unused sick leave is reinstated upon rehire.

⁵ Employees covered by a collective bargaining agreement ("CBA") that addresses the paid sick leave and/or paid leave provisions discussed in this policy will be governed by the terms of that CBA.

No Retaliation: The Company will not retaliate against employees for requesting leave, using leave, or reporting violations.

PAID SICK LEAVE AND PAID PRENATAL LEAVE – NEW YORK PRODUCTIONS (UNION* AND NON-UNION EMPLOYEES)

***LOCAL 600 & 700 IN NY – SEE ABOVE**

ELIGIBILITY, ACCRUAL, AND USE⁶

Paid sick leave and paid prenatal leave (if applicable) eligibility and accrual rates for each production employee are tracked by Entertainment Partners. For your reference, below is a short summary of the current paid sick leave and paid prenatal leave requirements for union and non-union production employees.

Designated Representative: Questions regarding sick leave and/or prenatal leave balance and eligibility status should be directed to the production's Payroll Accounting Department.

Accrual Eligibility: Employees begin to accrue paid sick leave immediately when hired by any part of the Universal Entertainment umbrella.

Accrual Calculation & Maximum:

- Paid Sick Leave
 - Employees accrue 1 hour of paid sick leave for every 30 hours worked for any part of the Universal Entertainment umbrella, up to a maximum of 7 days or 56 hours per calendar year, whichever is greater.
- Unpaid Sick Leave
 - In addition to 56 hours of paid sick leave, eligible employees receive 32 hours of unpaid sick leave, which can be used for any part of the Universal Entertainment Umbrella (a) immediately upon hire; and (b) on the first day of each calendar year.
 - There is no accrual process; eligible employees automatically receive 32 hours of unpaid sick leave immediately upon hire and on the first day of each calendar year.
 - If an eligible employee requests sick leave for a covered reason (see *Use* section for covered reasons), the employee must use any accrued paid sick leave first, unless accrued paid sick leave is not available or the employee specifically requests to use other leave.
- Paid Prenatal Leave
 - In addition to 56 hours of paid sick leave and 32 hours of unpaid sick leave, eligible employees receive 20 hours of paid prenatal leave, which can be used during any 52-week period for any part of the Universal Entertainment umbrella.
 - There is no accrual process; eligible employees automatically receive 20 hours of paid prenatal leave at the beginning of each production season.
 - Paid prenatal leave is only available to the pregnant person receiving health services. A spouse, partner, or other support person attending prenatal appointments with a pregnant person is not able to use paid prenatal leave for these appointments.

Use:

- Eligible employees can use paid or unpaid sick leave for:
 - The employee's or employee's family member's mental or physical illness, injury, or health condition, regardless of whether the illness or condition has been diagnosed or requires medical care at the time the employee requests the leave;

⁶ Employees covered by a collective bargaining agreement ("CBA") that addresses any of the paid or unpaid leave provisions discussed in this policy will be governed by the terms of that CBA.

- The diagnosis, care, or treatment of, or preventive care for, the employee's or family member's mental or physical illness, injury, or health condition;
- The closure of an employee's place of work due to a public health emergency, a public disaster, or the employee's need to care for a child whose school or childcare provider closed or restricted in-person operations due to a public health emergency or public health disaster;
- An inability to report to their work location because of direction by a public official to remain indoors or avoid travel during a public disaster;
- An absence from work when the employee or the employee's family member has been a victim of domestic violence, a family offense, sexual offense, stalking, workplace violence or human trafficking and the use of the leave is to:
 - Obtain services from a domestic violence shelter, rape crisis center, or other services program;
 - Participate in safety planning, relocation, or other actions to increase the employee's or family members' safety;
 - Meet with an attorney or other social services provider to obtain information and advice on, and prepare for or participate in, any legal proceeding;
 - File a complaint or domestic incident report with law enforcement;
 - Meet with a district attorney's office;
 - Enroll children in a new school;
 - Take other action necessary to protect the health or safety of the employee or family member or those who work or associate with the employee;
- An absence from work when the employee is a caregiver for a minor child or care recipient, in order to provide care to the minor child or care recipient;
- An absence from work to initiate, attend or prepare for a legal proceeding or hearing related to subsistence benefits or housing to which the employee, their family member, or their care recipient is a party, or to take actions necessary to apply for, maintain, or restore subsistence benefits or shelter for the employee or their family member or care recipient; or
- Any reason permitted by applicable law.
- Eligible employees can use prenatal leave for health care services during their pregnancy or related to their pregnancy, including:
 - Physical examinations;
 - Medical procedures;
 - Monitoring and testing;
 - Discussions with a health care provider related to the pregnancy;
 - Fertility treatment and care, including in vitro fertilization; and
 - End of pregnancy care.

Use Eligibility: Employees may use accrued paid sick leave immediately upon accrual. Eligible employees may use unpaid sick leave and paid prenatal leave immediately.

Use Notice: If your need for paid sick leave is foreseeable, provide reasonable advance verbal or written notice to your department head **and** the UPM. If your need for leave is unforeseeable, provide such notice as soon as practicable. If 3+ consecutive days of paid or unpaid sick leave (not prenatal leave) are requested, the Company may request documentation attesting to the existence of a need for sick leave. The Company will not ask employees to provide details about the medical condition that led to their use of paid prenatal leave. All medical information received by the Company will be kept confidential.

Use Maximum:

- Paid Sick Leave (Union & Non-Union)
 - Employees may use up to 7 days or 56 hours per calendar year across any part of the Universal Entertainment umbrella, whichever is greater.

- Unpaid Sick Leave
 - Eligible employees may use up to 32 hours of unpaid sick leave immediately upon hire and on the first day of each calendar year across any part of the Universal Entertainment umbrella.
- Paid Prenatal Leave
 - Eligible employees may use up to 20 hours per 52-week period for paid prenatal leave across any part of the Universal Entertainment umbrella. The 52-week period begins the first time an employee uses paid prenatal leave, and the leave may be used throughout that 52-week period (including for more than one pregnancy), until the 20 hours are exhausted.

Increments of Use: Employees must use paid sick leave in 4-hour increments. Eligible employees must use unpaid sick leave in 4-hour increments and paid prenatal leave in 1-hour increments.

Use Pay:

Hourly/Daily Employees:

- Non-Union Employees: 1 day of paid sick leave equals 12 hours of pay at straight time rate; 1 half day of paid sick leave equals 6 hours of pay at straight time rate. Paid prenatal leave will be paid at straight time rate.
- Union Employees: 1 day of paid sick leave equals 8 hours of pay at straight time rate; 1 half day of paid sick leave equals 4 hours of pay at straight time rate. If eligible, paid prenatal leave will be paid at straight time rate.

Weekly Employees: 1 day of paid sick leave equals 1/5 of weekly rate; 1 half day of paid sick leave equals 50% of the 1/5 weekly rate. Note: Replacements for weekly employees may be hired on a pro-rata basis of the weekly rate.

Accrued Unused Sick Leave:

- Accrued but unused paid sick leave is carried over to the following year, but not paid out upon termination, resignation or other separation of employment. Unused unpaid sick leave is not carried over to the following year.
- If an employee is rehired within 6 months of separation, previously accrued but unused paid sick leave will be reinstated.
- Eligible employees only: paid prenatal leave will not be paid out upon termination, resignation or other separation of employment.

No Retaliation: The Company will not retaliate against employees for requesting leave, using leave, or reporting violations.