**Bigelow Laboratory Communicable Illness Policy**

Employees who come to work sick put themselves and others at risk of sickness. Employees are encouraged to stay home if they are sick. The Laboratory provides sick leave pay for this purpose.

Employees should notify human resources in the case of serious illness. Human resources will provide the employee with information on the resources available to support them during their illness.

Each Senior Research Scientist should identify any essential functions in their laboratories and establish procedures to accomplish those functions should one or more of their people be absent from work due to an illness.