

MEMORANDUM

To: Agency Heads
From: Louis A. Molina
Date: August 29, 2025
Subject: COVID-19 Excused Leave and Related Policies

As the City of New York continues to advance and adapt to the evolving public health landscape, the Department of Citywide Administrative Services (DCAS) is announcing the revocation of the COVID-19 excused leave and related policies. This decision reflects the current state of COVID-19 and the City's commitment to aligning its time and leave policies with the most recent public health guidance from the NYC Department of Health and Mental Hygiene (DOHMH) and the NYS Department of Health (NYS DOH).

Effective **Friday, August 29, 2025**, City employees will no longer be eligible for the special leave provisions that were implemented specifically in response to COVID-19. Employees who feel ill or require time off may continue to utilize their accrued sick leave or other applicable leave balances in accordance with existing policies.

Policies revoked:

1. Office Guidance and COVID-19 Related Policies (Revised March 2, 2023).
2. DCAS Commissioner's Directive 2020-1 Concerning the Safety Practices of Personnel During the COVID-19 Crisis (Revised March 1, 2023).
3. Updated Guidance for City Agencies on Leave Policy Applicable During the Outbreak of Coronavirus Disease 2019 (COVID-19), eff. March 30, 2022.
4. Personnel Services Bulletin (PSB) 600-4 regarding Temporary Citywide Policy for Vaccination of City Employees against SARS-CoV-2.
5. COVID-19 leave provision in Personnel Services Bulletin (PSB) 440-16 regarding Paid Family Leave Benefits for Represented Employees, Managers and Original Jurisdiction Employees.
6. Frequently Asked Questions (FAQ) regarding New York City Employees and the Covid-19 Vaccine.

DCAS understands that this transition may raise questions or concerns. We remain available to provide support and guidance regarding employee leave options and how to navigate this change. Agency human resources teams are encouraged to reach out to DCAS' Citywide Personnel Policy team at CPP@dcas.nyc.gov with any questions.

Thank you for your continued dedication and cooperation as we strive to maintain a healthy and productive work environment.

cc: Agency Personnel Officers