

From: [All UAlbany Faculty and Staff](#) on behalf of [Finance and Administration-Notices](#)
To: ALLFACSTAFF-L@LISTSERV.ALBANY.EDU
Subject: Time off for vaccination
Date: Monday, March 15, 2021 11:08:51 AM



OFFICE OF HUMAN
RESOURCES MANAGEMENT

Governor Cuomo [has](#) signed legislation granting public and private employees time off without charge to leave credits to receive the COVID-19 vaccination [beginning](#) March 12, 2021. Employees will be granted up to four hours, as needed, per injection.

For State employees using the online Time and Attendance system, a new non-chargeable leave category is being added. All other employees must indicate "COVID vaccination" on their time record.

Non-State employees should contact their Human Resources Office for more information.

Currently [phase eligible](#) individuals include "age 60 and over" and "in person college faculty and essential in person employees". Beginning March 17, "public facing government and public employees" become eligible to be vaccinated. [Eligible employees](#) can sign up for any [vaccination site](#).

Questions should be directed to Time & Attendance at timerecords@albany.edu.

Regards,

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