

CITY OF YREKA
PERSONNEL POLICY AND PROCEDURE
DOMESTIC VIOLENCE LEAVE POLICY
(Labor Code §230.230.1)

1. The City shall not discharge or in any manner discriminate or retaliate against an employee who is a victim of domestic violence as defined in Section 6211 of the Family Code for taking time off from work for the following:
 - A. To obtain or attempt to obtain any relief, including, but not limited to a temporary restraining order, restraining order, or other injunctive relief, to help ensure the health, safety, or welfare of a domestic violence victim or his or her child.
 - B. To seek medical attention for injuries caused by domestic violence.
 - C. To obtain services from a domestic violence shelter, program, or rape crises center as a result of domestic violence.
 - D. To obtain psychological counseling related to an experience of domestic violence.
 - E. To participate in safety planning and take other actions to increase safety from future domestic violence, including temporary or permanent relocation.
2. As a condition of taking time off for a purpose set forth in this policy, the employee shall give the City reasonable advance notice of the employee's intention to take time off, unless the advance notice is not feasible.
3. When an unscheduled absence occurs, the City shall not take any action against the employee if the employee, within a reasonable time after the absence, provides a certification to the City. Certification shall be sufficient in the form of any of the following:
 - (a) A police report indicating that the employee was a victim of domestic violence.
 - (b) A court order protecting or separating the employee from the perpetrator of an act of domestic violence, or other evidence from the court or prosecuting attorney that the employee has appeared in court.
 - (c) Documentation from a medical professional, domestic violence advocate, health care provider, or counselor that the employee was undergoing treatment for physical or mental injuries or abuse resulting in victimization from an act of domestic violence.
4. To the extent allowed by law, the City shall maintain the confidentiality of any employee requesting leave under this policy.
5. An employee may use vacation, personal leave, or compensatory time off that is otherwise available to the employee under the applicable terms of employment for leave taken pursuant to this policy.