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## Leave for COVID-19 Vaccination

To encourage state employees to receive COVID-19 vaccination, Governor Brian P. Kemp signed Executive Order 03.31.21.02. Under the terms of the order, non-temporary state employees may request up to eight (8) hours of administrative leave to receive COVID-19 vaccination and up to sixteen (16) hours for recovery from any negative side effects resulting from the vaccination. Such paid absence will not count against an employee's accrued leave balance.

Provision of administrative leave for the purpose of receiving a COVID-19 vaccination and recovering from vaccination side effects became available for use on March 31, 2021, and will be available until such time as the Public Health State of Emergency declared in Executive Order No. 03.14.20.01 is terminated or ceases to be renewed by the Governor.

To assist in implementation of the Executive Order, the Department of Administrative Services (DOAS) is providing guidance that was also sent to agency heads. A copy of that memo is available [here](#). In addition, DOAS Human Resources Administration (HRA) has updated its [COVID-19 Response](#) web pages to provide related guidance from Caylee Noggle, the Governor's Deputy Chief of Staff for Operations, and Alex Atwood, DOAS Commissioner.

HR professionals may contact the HRA Help Desk at 1-877-318-2772 or the HRA Policy team at [policy@doas.ga.gov](mailto:policy@doas.ga.gov) with any questions about guidance contained in this advisory.

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