

Target Time-off Program Guide
For
Non-Exempt Team Members

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Time-off Program Overview

Helping you maintain a healthy work-life balance.

Supporting your well-being. At Target, we value your well-being and encourage work-life balance. Our comprehensive time-off plan allows you to take time to enjoy activities and interests outside of work that support your well-being.

Vacation Plan

Time to recharge, rejuvenate and celebrate.

Taking time for things that matter. Target offers paid vacation so you can relax, travel, hang out with family and friends, or spend time in other ways that recharge and rejuvenate you. Vacation also is designed to provide you with additional time off to celebrate days that are important to you such as holidays not observed by Target (e.g. Martin Luther King, Jr. Day) your anniversary or birthday. Except as provided by law in certain states, team members accrue vacation time only as a gratuity or a gift, not as wages, and salary or other wages are not paid in lieu of unused vacation time.

The ins and outs of eligibility and accrual.

Who's eligible? As a non-exempt team member, your vacation eligibility and accrual are based on position, length of service, average hours and location. There is no need to enroll or sign-up to participate in the plan; you are automatically enrolled if you meet eligibility requirements. Target uses the Annual Benefits Eligibility Calculation (ABEC) to determine benefit eligibility based on a team member's average hours for benefits eligibility purposes annually. As an hourly team member, your benefit eligibility is reviewed each year before the beginning of the plan year. Based on this annual review, your benefits eligibility could change for the next plan year. Average hours are calculated using the previous 12 months. For team members who become eligible as a result of their ABEC, plan participation begins with the pay period that includes April 1. Please reference the eligibility SPD for full details.

- ⦿ *In San Francisco, all team members (regardless of average hours) will receive the same vacation benefits as a full-time team member in their same position, based on city ordinance.
- ⦿ *In Nevada and Maine, team members who do not meet the above requirements are eligible for legislated time-off. Please see State Specific Accrued Time-off section within these guidelines for full details.

When you become ineligible for benefits. If you lose eligibility for vacation as a result of Annual Benefits Eligibility Calculation your unused accrued vacation hours will remain until they are used. You will continue to accrue vacation through the last full pay period prior to your benefit category change.

Intra-Target and location transfers. Vacation will not be paid out for domestic intra-Target or location transfers. Instead, they will be carried over to the new operating company or location.

Understanding how accrual works. Remember, unless required by law, vacation time accrues to team members as a gratuity or a gift, not as wages, and salary or other wages are not paid in lieu of unused vacation time. You will accrue vacation time each pay period. All hours paid are used in determining your vacation accrual each pay period. You do not accrue vacation time during unpaid time off, such as an unpaid leave of absence, unless required by law.

Your vacation accrual rate is based on your length of service. Your accrual rate will increase on the first day of the pay period following the date of your service anniversary, as shown in the following accrual charts. The plan limits the number of vacation hours you can accrue on an annual basis.

Target's time-off benefits plan year follows the calendar year. If you enter the plan late in the year, you may not reach the annual accrual for that plan year. When your year-to-date accrued vacation reaches your annual accrual limit, your vacation accrual will stop until the following calendar year, unless required by law.

Accrual maximums and carrying over balances. The maximum amount of vacation hours you can accumulate is 1.5 times your annual limit. Once you have accrued the maximum balance, you will stop accruing additional vacation time until you use some, or all, of the hours already accrued. The plan allows you to carry over your unused hours each year.

Seeing the big picture — accrual charts. The following chart shows Annual Accrual Limit, Maximum Accrual, and the Accrual Rate per Hour Paid by years of service and assumes that you regularly work 40 hours per week for 26 pay periods.

Vacation Accrual Charts.

Store Team Members:

20-24 hours:

| Years of Service | Accrual Rate Per Hour Paid | Annual Accrual Limit | Maximum Accrual |
|----------------------------------|-----------------------------------|-----------------------------|------------------------|
| up to 5 years | 0.019231 | 40 hours | 60 Hours |
| Greater than 5 through 10 years | 0.038462 | 80 hours | 120 Hours |
| Greater than 10 through 25 years | 0.057693 | 120 hours | 180 Hours |
| Greater than 25 years | 0.076924 | 160 hours | 240 Hours |

Over 25 hours:

| Years of Service | Accrual Rate Per Hour Paid | Annual Accrual Limit | Maximum Accrual |
|----------------------------------|-----------------------------------|-----------------------------|------------------------|
| up to 5 years | .028846 | 60 hours | 90 Hours |
| Greater than 5 through 10 years | .051923 | 108 hours | 162 Hours |
| Greater than 10 through 25 years | .071154 | 148 hours | 222 Hours |
| Greater than 25 years | .090385 | 188 hours | 282 Hours |

HQ non-exempt, Supply Chain Facility Team Members and Team Leaders in Stores:

| Years of Service | Accrual Rate Per Hour Paid | Annual Accrual Limit | Maximum Accrual |
|----------------------------------|-----------------------------------|-----------------------------|------------------------|
| Up to 5 years | .053846 | 112 hours | 168 hours |
| Greater than 5 through 10 years | .076923 | 160 hours | 240 hours |
| Greater than 10 through 25 years | .096154 | 200 hours | 300 hours |
| Greater than 25 years | .115385 | 240 hours | 360 hours |
| | | | |

Legacy Plan – 10 hour Supply Chain Facilities Team Member

| Years of Service | Accrual Rate Per Hour Paid | Annual Accrual Limit | Maximum Accrual |
|---------------------------------|-----------------------------------|-----------------------------|------------------------|
| up to 5 years | 0.054807 | 114 hours | 171 hours |
| Greater than 5 through 10 years | 0.078846 | 164 hours | 246 hours |
| Great than 10 through 25 years | 0.098077 | 204 hours | 306 hours |
| Greater than 25 years | 0.117308 | 244 hours | 366 hours |

Legacy Plan – 11.5 & 12 hour Supply Chain Facilities team member

| Years of Service | Accrual Rate Per Hour Paid | Annual Accrual Limit | Maximum Accrual |
|---------------------------------|-----------------------------------|-----------------------------|------------------------|
| up to 5 years | 0.05769 | 120 hours | 180 hours |
| Greater than 5 through 10 years | 0.08269 | 172 hours | 258 hours |
| Great than 10 through 25 years | 0.10192 | 212 hours | 318 hours |
| Greater than 25 years | 0.12115 | 252 hours | 378 hours |

Requirements for requesting and submitting your time.

Non-exempt team members can submit up to 40 hours of vacation per week, not to exceed 40 hours, including hours worked.

You'll need leader approval. Before you can take vacation, coordinating the time off with your leader is required. Depending on business conditions, vacation time may not be approved. You are encouraged to discuss your vacation plans with your leader early to determine if your plans fit with the operations of your department or location.

For all store team members and team leaders and distribution merit team members. Fill out an online form to request time off. The form is routed to the leader for approval. Then, the leader

approves or denies the request. If approved, the request is automatically applied in the timekeeping system. If denied, comments are provided to explain why your request was denied.

For distribution center progression team members. Submit your request using the myTime for Target web app. The request will route to the leader for action. The leader will approve, waitlist or deny the request. If approved, the request is automatically applied in the timekeeping system. If waitlisted, the leader will take action prior to the requested date based on calendar availability. If denied, comments are provided to explain why your request was denied.

For headquarters non-exempt team members. After receiving approval from your leader to use some, or all, of your accrued vacation hours, you must submit your vacation usage online using the Online Time-off Request form prior to taking time off.

What about termination, what happens then?

Accrued but unused vacation time. As explained previously, Target's vacation time is a gratuity or a gift offered by Target and is not considered wages or paid in lieu of taking vacation time unless required by law. Thus, if your employment is terminated for any reason, whether voluntarily or involuntarily, all unused vacation accrued after January 1, 2016, will be forfeited unless you work in California, Colorado, Illinois, Massachusetts, Montana, Nebraska, North Dakota, or Rhode Island, or employment ends due to retirement or death. If you have any unused vacation prior to January 1, 2016*, that vacation will be paid to you upon termination—regardless of the state in which you worked or the reason for which your employment ended. Any payment of accrued and unused vacation required by law will be paid in a lump sum.

Team members are able to use benefit time up to their last day of employment. On their final day, the team member must physically work. If any benefit time is used after the team member's last day worked, it will not be paid out to the team member. This does not apply to team members that retire from Target. If a retiree is using vacation after their last day of work, the termination date will be the day of their last day of vacation. Non-retirees must be present on their last day of work.

Vacation will not be paid out for domestic intra-Target or location transfers. Instead, they will be carried over to the new operating company or location.

*If you work in Louisiana and your employment is terminated or separated, whether voluntarily or involuntarily, for any reason, other than your retirement or death, all unused vacation accrued after December 17, 2016 will be forfeited. If you have any unused vacation accrued prior to December 18, 2016, that vacation will be paid to you upon termination. Any payment of accrued and unused vacation required by law will be paid in a lump sum.

National Holiday Plan

Celebrating with Holiday Pay and Holiday Premium Pay.

Yearly holiday calendar. Target offers Holiday Pay and Holiday Premium Pay to eligible team members for holidays observed by Target. Target observes the following holidays:

- ⦿ New Year's Day (January 1)
- ⦿ Memorial Day (Last Monday in May)
- ⦿ Juneteenth (June 19)
- ⦿ Independence Day (July 4)
- ⦿ Labor Day (1st Monday in September)
- ⦿ Thanksgiving Day (4th Thursday in November) (stores closed)
- ⦿ Christmas Day (December 25) (stores closed)

Understanding Holiday Premium Pay. Holiday Premium Pay (time and a half) is the pay that non-exempt team members receive for hours actually worked on the holiday (as determined by myTime). The hours are paid at 1.5 times the team member's hourly rate. All non-exempt team members who work on the holiday (including Seasonal) are eligible for Holiday Premium Pay.

Non-exempt team members who work on a Target-observed holiday will receive Holiday Premium Pay for that day. Team members who work non-traditional shifts receive Holiday Premium Pay for the hours worked on the actual holiday, not the observed holiday. For example, if Christmas Day falls on a Saturday, it would be observed on a Friday. Non-exempt team members who work on Saturday will receive Holiday Premium Pay, team members who work on Friday, will not.

Special considerations. Additional holidays or Premium Pay may be available depending upon your work location and circumstances. Your Human Resources representative can provide further information.

Holiday guidelines for Headquarters team members.

Who's eligible? Non-exempt team members who average more than 20 hours per week are eligible for Holiday Pay and Holiday Premium Pay beginning on the first full day of the pay period following date of hire.

- ⦿ In San Francisco, all team members (regardless of average hours) will receive the same National Holiday benefits as a full-time team member in their same position based on city ordinance.
- ⦿ If you are on a leave of absence and a holiday occurs during the leave, you are not eligible for Holiday Pay.
- ⦿ RGD team members follow headquarters holiday guidelines.

A paid day plus time and a half if you work the holiday. Holiday Pay provides eligible team members with a paid day off in observation of a holiday. Holiday Pay is paid whether or not a team member works on the holiday. If a team member works the Target-observed holiday, they will receive Holiday Premium Pay, 1.5 times their hourly rate, for their hours worked in addition to their Holiday Pay.

When holidays occur on a weekend. Headquarters holiday hours run from 12:00 a.m. until 11:59 p.m. on the date of the Target-observed holiday. Headquarters offices will be closed on all Target-observed holidays. If a Target-observed holiday occurs on a weekend, the holiday will be celebrated in the following manner:

- ⦿ If the holiday occurs on a Saturday, the office will be closed the Friday before the holiday.
- ⦿ If the holiday occurs on a Sunday, the office will be closed the Monday following the holiday.

If team members work a seven-day schedule, the holiday benefits provision in this plan apply to the actual holiday, even if it falls on a Saturday or a Sunday.

Holiday guidelines for Distribution Center team members.

Who's eligible? Beginning the first full pay period following date of hire, Supply Chain Facilities team members (excluding Seasonals) working an average of 20 hours per week or more are eligible for Holiday Pay and Holiday Premium Pay for all seven holidays.

Meeting requirements for Holiday Pay. Holiday Pay is the pay that team members receive for the seven Target-observed holidays. The benefit is designed to provide a paid day off.

Team members must meet schedule requirements before, on, and after the holiday to be eligible for Holiday Pay.

Team members must meet one requirement in every column in the following chart. If there is one column in which they fail to satisfy a scenario, they are no longer eligible for Holiday Pay.

| Last Scheduled Day Before the Holiday | Day of the Holiday | First Scheduled Day After The Holiday |
|--|---|--|
| Team member works full shift | Team member works full shift | Team member works full shift |
| Team member has approved and pre-planned time off* | Team member has approved and pre-planned time off* | Team member has approved and pre-planned time off* |
| Team member works the last half of shift | Team member works the last half of shift and was not more than two hours late for the shift | Team member works at least half of shift and was not more than 29 minutes late for shift |

*FML and legislated sick time is considered approved and pre-planned in all locations.

What happens if you are on a leave before or after the holiday? If you are on an approved leave of absence and are off 3 consecutive days the week before, the week of, or the week after the holiday—as long as you aren't on a leave during the holiday, you qualify as an exception. For example, if the holiday is on a Monday and you are on an approved leave through the Sunday prior, and return to work on Monday—you would qualify for holiday pay.

When are holiday hours observed for Distribution Centers? Holiday hours run from 6:00 a.m. the day of the holiday until 5:59 a.m. the following day, unless your building observes a different daily split time. For example, Christmas would be observed on 12/25 starting at 6:00 a.m. until 12/26 at 5:59 a.m. (excluding time within the attendance tracking grace periods). There are buildings that observe a daily split time outside of these hours and they would follow their daily split time for observing the holiday.

Work out of Key Premium for holiday weeks. Work out of Key Premium is the pay that team members receive for hours worked on a day that is outside their normally scheduled key during a holiday week. A holiday week is the week (Sunday through Saturday) in which a Target-observed holiday falls.

Any hours worked outside the key, that are paid overtime do not qualify for Work out of Key Premium. Work out of Key Premium is paid at 1.5 times the regular rate of pay.

Holiday guidelines for Store team members.

Who's eligible? The below applies to all locations, except those noted in the following section.

Team Leaders (pay grade 45) who average more than 20 hours per week are eligible for Holiday Pay and Holiday Premium Pay (for all Target observed holidays) beginning on the first full day of the pay period following date of hire.

Non-exempt Team Members (pay grade 35) who average 24.5 hours or more are eligible for Holiday Premium Pay beginning on their date of hire, and Holiday Pay for Thanksgiving and Christmas, at the first day of the pay period that includes their 90th day of service.

All other non-exempt team members are not eligible for Holiday Pay, but are eligible for Holiday Premium Pay as of date of hire.

- ⦿ *In San Francisco, team members (regardless of average hours) will receive the same benefits as a full-time team member in their same position, per city ordinance.

Understanding Holiday Pay and overtime. Non-exempt team members who do not work on the Target-observed holiday will only receive Holiday Pay for that day if they are eligible. Non-exempt team members who work on the Target-observed holiday will receive both Holiday Pay and Holiday premium pay for that day if they are eligible.

Only actual hours worked will be included in an overtime calculation. Any hours worked on a holiday that are eligible for holiday premium pay would not be included into the overtime calculation. Holiday pay does not count towards any overtime calculation.

When are holiday hours observed for Stores? Holiday hours run from 12:00 a.m. until 11:59 p.m. on the date of the Target-observed holiday.

Other considerations:

- ⦿ When a recognized Target-observed holiday falls within a team member's requested vacation time, that day is treated as a holiday and not a vacation day. The team member will not submit vacation time for the day the holiday is observed.
- ⦿ If you are on a leave of absence and a holiday occurs during the leave, you are not eligible for Holiday Pay.
- ⦿ myTime will automatically apply Holiday Pay on a team member's Timesheet based on whether the team member works at a building type that has a five or seven day work week.

State specific holiday guidelines.

State guidelines for Massachusetts. Non-exempt Massachusetts team members receive state-specific Holiday Premium Pay for the hours they work on the following holidays:

- ⊙ New Year's Day
- ⊙ Memorial Day
- ⊙ Juneteenth
- ⊙ Independence Day
- ⊙ Labor Day
- ⊙ Columbus Day
- ⊙ Veteran's Day
- ⊙ Thanksgiving Day
- ⊙ Christmas Day

These holidays include any day on which the holiday is officially observed. Non-exempt Massachusetts team members cannot be discharged, penalized, or otherwise discriminated against for refusing to work on any of these days.

State guidelines for Rhode Island. Non-exempt Rhode Island team members receive State Premium Holiday Pay for any hours worked on a holiday. Non-exempt Rhode Island team members are also guaranteed at least a minimum of 4 hours of employment on holidays. For non-exempt Rhode Island team members, holidays include:

- ⊙ New Year's Day
- ⊙ Memorial Day
- ⊙ Juneteenth
- ⊙ Independence Day
- ⊙ Victory Day
- ⊙ Labor Day
- ⊙ Columbus Day

- ⊙ Veteran's Day
- ⊙ Thanksgiving Day
- ⊙ Christmas

These holidays include any day on which the holiday is officially observed. Non-exempt team members in Rhode Island cannot be terminated, penalized, or otherwise discriminated against for refusing to work on a holiday.

Bereavement Plan

Support to ease a difficult time.

Our thoughts are with you. Losing a loved one is never easy. Target knows all team members may face this difficult situation. To offer support, our bereavement guidelines are designed to provide team members with time off to allow them to attend events and be available for matters related to the loss.

Bereavement events can include:

- ⦿ Funeral attendance
- ⦿ Celebration of life attendance
- ⦿ Reading of a will/attending to death and estate-related documents
- ⦿ Time needed to make final arrangements for covered family members

Who's eligible?

Stores and HQ non-exempts. Non-exempt store team leaders, Supply Chain Facilities team members and HQ non-exempt team members with average hours of 20 or more are eligible for bereavement pay from the first day of the pay period following their date of hire. If the date of hire is the first day of a pay period, benefits are effective that date.

Non-exempt store team members with average hours of 20 or more are eligible for bereavement pay from the first full pay period that includes the 90th day of service.

Part-time, Seasonal and Limited team members are not eligible for bereavement pay.

- ⦿ *In San Francisco, team members (regardless of average hours) will receive the same benefits as a full-time team member in their same position, per city ordinance.

How much paid time off is available? Bereavement time off may be paid or unpaid time off. Pay is available for eligible team members who attend events for covered family members during normally scheduled work time.

- ⦿ In the event of a death in the immediate family, up to 3 scheduled days is paid time.
- ⦿ In the event of a death of a close friend or distant relative, up to 4 hours is paid time.

Note: Team members are limited to 4 paid events in a rolling 24-month period for distant family/close friend. Additional time off needed for such events will be unpaid.

Paid days off may be granted to **full-time team members** based on shift length as listed below:
Three Days:

- ⦿ 8-hour shifts – Up to 24 hours
- ⦿ 10-hour shifts – Up to 30 hours
- ⦿ 12-hour shifts – Up to 36 hours

Unpaid bereavement time and extended time off. Team members who are not eligible for pay, or who need extended time off, are eligible for unpaid time off. If this time exceeds 3 scheduled days for Supply Chain Facilities team members or 7 calendar days for all other team members, this would be requested as a Personal Leave of Absence. The length of unpaid Personal Leave of Absence for purposes of bereavement/funeral time is determined and approved by the team member's leader and HR partner. (See LOA Guidelines for additional details on Target's Personal Leave of Absence).

Team members in Oregon may be eligible under the Oregon Family Leave Act for bereavement purposes. Team members should contact the Target Leave and Disability team.

We know families are unique. Each of us defines our relationship to family differently. The bereavement guidelines are not intended to cover all relationships or define your close relationship. This guideline is intended to create a level of consistency and a framework to accommodate most bereavement situations, with the understanding it will not capture all. Team members are welcome to request unpaid time off or a Personal Leave for a bereavement event not addressed under these guidelines.

Defining immediate family members. Target's bereavement guidelines recognize the following relationships as covered immediate family members for the purposes of pay under this guideline:

- ⦿ Spouse/domestic partner/common-law spouse in locations that recognize common law marriage
- ⦿ Parent: biological, adopted, step, mother/father-in-law
- ⦿ Child: biological, adopted, foster, step, in-law, legal ward, domestic partner biological/adopted child
- ⦿ Sibling: step, half, in-law
- ⦿ Grandparent/Grandchild
- ⦿ Stillborn: mother or biological father of stillborn child at 20 weeks of gestation or greater

- ⊙ Aunt/Uncle
- ⊙ Niece/Nephew

Defining distant family members. Other family relationships not specifically listed above are considered distant relatives. Some examples of covered distant family include:

- ⊙ Grandparent-in-law
- ⊙ Aunt/Uncle-in-law
- ⊙ Cousin
- ⊙ Great-grandparent
- ⊙ Step-grandparent

Making a request for bereavement time off. Before the team member takes the time off, a request should be submitted. If this is not possible, the time-off request must be submitted before 12 p.m. CT the Monday of the pay run.

Who's responsible for processing bereavement pay? HQ TMs should submit their request for by going to Workday > search Payroll Request Form > Other Time Off Form. Otherwise, HR representatives are responsible for keying bereavement pay.

Additional bereavement guidelines information.

- ⊙ Team members can be paid up to 40 hours per week according to their shift as outlined above.
- ⊙ Team members will be compensated for missed scheduled work hours only.
- ⊙ Proof is not required to receive bereavement pay or unpaid time. However, Target reserves the right to request appropriate documentation.
- ⊙ Team members who are on leave of absence are not eligible for bereavement pay.
- ⊙ Bereavement pay does not apply for miscarriages (gestation less than 20 weeks).
- ⊙ In states that recognize common law marriage, the common law spouse is considered immediate family for bereavement pay purposes. In states that do not recognize common law marriage, the common law spouse is considered a close friend or distant relative for bereavement pay purposes.
- ⊙ Use of "in-law" terminology within this policy applies to domestic partnership relationships in the same way that it applies to marital relationships.

Changes that may require attention. Team members, who have suffered the loss of a dependent, may need to:

- ⦿ Change their marital status
- ⦿ Update their beneficiaries for 401 (k) and life insurance
- ⦿ Update their medical, dental and/or dependent life insurance coverage
- ⦿ Change their number of tax exemptions

Making tax or marital status changes.

- ⦿ Store and HQ team members should call the HR Operations Center (HROC) at 1-800-394-1885
- ⦿ Supply Chain Facilities team members should work with the HR team at their location

Making benefits changes. For beneficiary, medical, dental or dependent life insurance changes, all team members should call the Target Benefits Center at 1-800-828-5850.

Note: Team members who need to update their beneficiaries may do so at:
www.targetpayandbenefits.com

State Specific Accrued Time-off

Includes sick plans & legislated time-off

State/Local-specific sick leave programs. Arizona, California, Colorado, Connecticut, Hawaii, Maryland, Massachusetts, Michigan, New Jersey, New York, Oregon, Rhode Island, Vermont, Berkeley, CA, Chicago, IL, Cook County, IL, Duluth, MN, Emeryville, CA, Jersey City, NJ, Los Angeles, CA, Maine (legislated time-off), Minneapolis, MN, Montgomery County, MD, Nevada (legislated time-off), New York City, NY, Philadelphia, PA, Pittsburgh, PA, Portland, OR, San Diego, CA, San Francisco, CA, Saint Paul, MN, Seattle, WA, Spokane, WA, Tacoma, WA, Washington, Washington, D.C., Westchester County, NY and HQ/RGD locations have paid sick leave programs as identified in the following grid.

State specific details can found in the grid below by locations, eligibility, when and what to use them for and accrual details (including which accrual bucket will accrue the time).

Sick Plan Details

All non-exempt team members in the locations listed above **except** for Hawaii and Sick Day Pay locations have legislated paid sick leave or legislated time-off, and this time is viewed as non-accountable (excused). That means that team members cannot be coached, and corrective action cannot be taken, for absences for which team members receive paid sick leave, so long as the sick leave is taken for a covered reason.

Paid sick leave can only be used to supplement pay for actual hours missed.

A bridge for short-term disability. Non-exempt team members eligible for paid sick leave and who are also eligible for Target's Short-Term Disability (STD) Pay Practice have a 7-calendar day elimination period (unpaid time before STD pay starts for your Medical Leave). One primary reason Target provides paid sick leave is to bridge this gap in pay. Team members who work in a location that is not eligible for paid sick leave will have a 2-workday elimination period.

Availability to use limited to certain circumstances. As a benefit, paid sick leave is available only under certain circumstances, including your health or your family member's health circumstances. It is not accrued or paid out at termination or under any other circumstances. Please refer to the grid below for details.

When do I Need to Submit My Paid Sick Leave Time? TMs should submit their paid sick leave time within 72 hours of returning to work. If you fail to submit your paid sick leave time within 72 hours and don't have an extenuating circumstance, you may be placed on corrective action.

Legislated Time-off

Target follows legislated requirements and provides time-off as outlined below. Time would not be paid out at the time of termination. Time will accrue in the vacation plan.

| State | Eligibility | When and What to use it for | Accrual Rate and Annual Max/Usage | Max Accrual |
|--|---|--|---|--|
| HQ/RGD (Non-legislated paid sick locations) | Non- exempt team members (HQ & RGD) full time, part time and limited are eligible for paid sick leave accrual after 90 days of service. | <p>Eligible to use after the 90th day of employment.</p> <p>Should be used for team members own illness or to care for an ill family member (minor or adult child, spouse, sibling, parent, grandparent, stepparent, mother-in-law, father-in-law or grandchild).</p> <p>Sick time can also cover time away from work for doctor appointments.</p> <p>Safety Leave: the purpose of providing or receiving assistance because of sexual assault, domestic abuse, or stalking.</p> | <p>Team members accrue 1 hour of paid sick leave for every 30 hours worked (0.033334 hours earned for every hour worked).</p> <p>The maximum annual accrual amount is 48 hours.</p> | <p>Up to 80 hours of unused accrued time rolls over to the next calendar year.</p> <p>Team members cannot exceed 80 hours of accrued time.</p> |
| Sick Day Pay (Level 45 in stores and Supply Chain FacilitiesTMs) | Non-exempt level 45 store TMs and Supply Chain facilities team members who do not have paid sick leave are eligible for Sick Day Pay on the first day of the pay period which includes the 90 th day of service from the date of hire. | <p>Eligible team members will receive compensation for the remaining portion of their shift under Sick Day Pay if they become ill while at work and need to leave before completing their scheduled shift. Sick day pay does not cover the eligible team member's entire shift and cannot result in overtime. Sick day pay does not apply to team members that call in sick and do not report to work.</p> <p>In Minnesota, non-exempt team members meeting the eligibility rules above can use Sick Day Pay to leave work to care for an ill or injured child, adult child, spouse, sibling, parent, grandparent, step-parent, mother-in-law, father-in-law or grandchild. Sick Day Pay</p> | <p>No accrual or annual usage.</p> <p>For all level 45 shift lengths and Supply Chain Facilities TMs working less than an 8-hour shift:</p> <ul style="list-style-type: none"> • Worked less than 25% of shift – pay for time worked • Worked 25 to 50% of shift – pay for 50% of shift • Worked 50% or more of shift – pay for all scheduled hours | N/A |

| State | Eligibility | When and What to use it for | Accrual Rate and Annual Max/Usage | Max Accrual |
|---|---|--|--|---|
| | | can also be used for Safety Leave defined as providing or receiving assistance because of a sexual assault, domestic abuse or stalking. | For Supply Chain Facilities TM shifts greater than 8 hours, please partner with HR. | |
| Arizona | All non-exempt team members, including seasonals, are eligible for paid sick leave at date of hire. | Eligible to use after the 90 th day of employment. To care for or treat the employee's mental or physical illness, injury, or condition; to obtain preventive medical care for the TM or their family; to care for a family member with a mental or physical illness, injury, or condition; if a public official closes the business, the TM's child's daycare, or school due to a public health emergency; care for a family member; domestic violence, sexual assault, stalking of the TM or their family and needs time away to manage through the issue. | Team members accrue 1 hour of paid sick leave for every 30 hours worked (0.033334 hours earned for every hour worked). The maximum annual accrual amount is 40 hours. | Up to 80 hours of unused accrued time rolls over to the next calendar year. Team members cannot exceed 80 hours of accrued time. |
| California (includes LA, excludes Berkeley, Emeryville and San Francisco) | All non-exempt team members are eligible for paid sick leave at date of hire. | Eligible to use after the 90 th day of employment. Should be used when the team member misses work due to an accident or personal illness or to care for a family member defined broadly to include a team member's parent, child, spouse or registered domestic partner, grandparents, grandchild and sibling. Eligible team members can use sick time for finding a diagnosis, care, or treatment of an existing | Team members accrue 1 hour of paid sick leave for every 30 hours worked (0.033334 hours earned for every hour worked). There is an annual <u>use</u> limit of 48 hours. | There is a maximum accrual of 80 hours of a combined total of their old bank and new banks. |

| State | Eligibility | When and What to use it for | Accrual Rate and Annual Max/Usage | Max Accrual |
|--------------|---|---|--|--|
| | | <p>health condition of, or preventive care for, a team member or a team member's family member.</p> <p>The time can also be used for a team member who is a victim of domestic violence, sexual assault or stalking.</p> | | |
| Berkeley, CA | Non-exempt team members, including seasonal and daily begin accruing on date of hire. | <p>Eligible to use accrued hours on the 90th day of employment.</p> <p>Eligible team members may use Paid Sick Leave not only when he or she is ill or injured or for the purpose of the Employee's receiving medical care, treatment, or diagnosis, but also to aid or care for the following persons when they are ill or injured or receiving medical care, treatment, or diagnosis: child, parent, legal guardian or ward, sibling, grandparent, grandchild, and spouse, registered domestic partner under any state or local law, or designated person. "Child" includes a child of a domestic partner and a child of a person standing in loco parentis.</p> | <p>Team members accrue one hour of paid sick leave for every 30 hours worked (0.033334 hours earned for every hour worked).</p> <p>There is no annual maximum accrual.</p> | <p>Up to 80 hours of unused accrued time rolls over to the next calendar year.</p> <p>Team members cannot exceed 80 hours of accrued time.</p> |

| State | Eligibility | When and What to use it for | Accrual Rate and Annual Max/Usage | Max Accrual |
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| Emeryville, CA | <p>Non-exempt team members, including seasonal and daily begin accruing on date of hire.</p> | <p>Eligible to use accrued hours on the 90th day of employment.</p> <p>Eligible team members can use paid sick leave when he or she is ill, injured, or for the purpose of receiving medical care, treatment, or diagnosis, and to aid or care for a child; parent; legal guardian or ward; sibling; grandparent; grandchild; and spouse, registered domestic partner under any state or local law, or designated person when they are ill, injured, or receiving medical care, or treatment, or diagnosis.</p> <p>Team members can also use sick leave to aid or care for a guide dog, signal dog, or service dog for the team member, team member's family member, or the team member's designated individual.</p> <p>Designated Person Process: If a team member has no spouse or registered domestic partner, the team member may designate one person for whom the team member may use paid sick leave to provide aid or care. HR must offer the opportunity to the team member to make the designation by submitting the designated person form upon their date of hire, but in no case later than 30 calendar days after hire. The team member has 14 days to</p> | <p>Team members accrue one hour of paid sick leave for every 30 hours worked (0.033334 hours earned for every hour worked).</p> <p>There is no annual maximum accrual</p> | <p>Up to 80 hours of unused accrued time rolls over to the next calendar year.</p> <p>Team members cannot exceed 80 hours of accrued time.</p> |

| State | Eligibility | When and What to use it for | Accrual Rate and Annual Max/Usage | Max Accrual |
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| | | make the election. Team members may also make or change the designation on an annual basis on January 31 st of each year and have 14 days to make the election. | | |
| San Diego, CA | Non-exempt team members, excluding independent workers, individuals who have been issued a special license by the State to be employed for less than minimum wage, certain youth employees in publicly subsidized summer or short-term employment programs, and certain counselors at organized outdoor camps. Begin accruing on date of hire | Eligible to use accrued hours on the 90 th day of employment. Leave can be used if an employee is physically or mentally unable to work due to illness, injury, or a medical condition, including pregnancy; for "Safe Time" (time away necessary to handle certain matters of domestic violence, sexual assault, or stalking, when the employee or a designated family member is a victim); for medical appointments; and to care for family members (a child, spouse, parent, grandparent, grandchild, sibling or the child or parent of a spouse) with an illness, injury, or medical condition. | Team members accrue one hour of paid sick leave for every 30 hours worked (0.033334 hours earned for every hour worked). There is an annual <u>use</u> limit of 48 hours. | Up to 80 hours of unused accrued time rolls over to the next calendar year. Team members cannot exceed 80 hours of accrued time. |
| San Francisco, CA | Non-exempt team members, including seasonal and daily extras | Eligible to use accrued hours on the 90 th day of employment. Eligible team members can use paid sick leave when | Team members accrue one hour of paid sick leave for every 30 hours worked (0.033334 hours earned for | Up to 80 hours of unused accrued time rolls over to the next calendar year. |

| State | Eligibility | When and What to use it for | Accrual Rate and Annual Max/Usage | Max Accrual |
|-------|----------------------------------|---|---|--|
| | begin to accrue on date of hire. | <p>he or she is ill, injured, or for the purpose of receiving medical care, treatment, or diagnosis, and to aid or care for a child; parent; legal guardian or ward; sibling; grandparent; grandchild; and spouse, registered domestic partner under any state or local law, or designated person (discussed below) when they are ill, injured, or receiving medical care, treatment, or diagnosis.</p> <p>Designated Person Process: If a team member has no spouse or registered domestic partner, the team member may designate one person for whom the team member may use paid sick leave to provide aid or care, HR must offer the opportunity to the team member to make the designation by submitting the designated person form upon their date of hire, but in no case later than 30 calendar days after hire. The team member has 14 days to make the election. Team members may also make or change the designation on an annual basis on January 31st of each year and have 14 days to make the election.</p> | <p>every hour worked).</p> <p>There is no annual maximum accrual.</p> | Team members cannot exceed 80 hours of accrued time. |

| State | Eligibility | When and What to use it for | Accrual Rate and Annual Max/Usage | Max Accrual |
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| Colorado | All non-exempt team members accrue paid sick leave on date of hire. | <p>Eligible to use accrued hours on the 90th day of employment.</p> <p>To care for or treat the team member's or team member's family member: for mental or physical illness, injury, or health condition that prevents TM from working; Need to obtain a medical diagnosis, care or treatment of a mental or physical illness, injury or health condition; or Need to obtain preventative medical care; The TM or TM's family member has been the victim of domestic abuse, sexual assault, or harassment and needs to seek medical attention to recover from a mental or physical illness, injury, or health condition caused by the domestic abuse, sexual assault, or harassment; Obtain services from a victim services organization; obtain mental health or other counseling; seek relocation due to domestic abuse, sexual assault or harassment; seek legal services, including preparation for or participation in a civil or criminal proceeding relating to or resulting from the domestic abuse, sexual assault, or harassment, or; If a public official closes the business, the TM's child's daycare, or school due to a public health emergency.</p> | <p>Team members accrue one hour of paid sick leave for every 30 hours worked (0.033334 hours earned for every hour worked).</p> <p>The maximum annual accrual amount is 56 hours.</p> | <p>Up to 56 hours of unused accrued time rolls over to the next calendar year.</p> <p>Team members cannot exceed 112 hours of accrued time.</p> |

| State | Eligibility | When and What to use it for | Accrual Rate and Annual Max/Usage | Max Accrual |
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| Connecticut | All non-exempt team members accrue paid sick leave on date of hire. | Should be used when the team member misses work due to absences for his/her own or a spouse or child's illness, injury, or health condition, medical diagnosis, care, treatment of a mental or physical illness, injury, or health condition, preventive medical care, or absences associated with being a victim of domestic violence or sexual abuse. | Team members accrue one hour of paid sick leave for every 40 hours physically worked (0.025 per hour worked). The maximum annual accrual amount is 40 hours. | Up to 80 hours of unused accrued time rolls over to the next calendar year. Team members cannot exceed 80 hours of accrued time. |
| Cook County and Chicago, IL | All non-exempt team members accrue paid sick leave on date of hire. | Eligible to use accrued hours on the 180 th day of employment. Earned paid sick leave may be used for the following purposes: Illness, injury, or professional care, including preventive care, diagnosis, or treatment, for medical, mental, or behavioral issues, including substance abuse disorders. A covered family member is ill or injured, or ordered to quarantine, or to care for a family member receiving professional care, including preventive care, diagnosis, or treatment, for medical, mental, or behavioral issues, including substance abuse disorders. The team member, or a covered family member, is the victim of domestic violence or a sex offense (stalking, aggravated stalking, cyber stalking). Place of business closed due to public health emergency. The employee needs to care for a family member whose school, class, or place of care has | Team members accrue one hour of paid sick leave for every 40 hours physically worked (0.025 per hour worked). The maximum annual accrual amount is 40 hours. | Up to 80 hours of unused accrued time rolls over to the next calendar year. Team members cannot exceed 80 hours of accrued time. |

| State | Eligibility | When and What to use it for | Accrual Rate and Annual Max/Usage | Max Accrual |
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| | | been closed. A team member obeys an order issued by the mayor, the governor of Illinois, the Chicago Department of Public Health, or a treating healthcare provider, requiring the team member: to stay at home to minimize the transmission of a communicable disease, to remain at home while experiencing symptoms or sick with a communicable disease, to obey a quarantine order issued to the team member, or to obey an isolation order issued to the team member. | | |
| Hawaii | <p>Store TL and DC TMs: First day of the first full pay period following date of hire.</p> <p>Store TM: Begin accruing after four consecutive weeks of service and averaging 20 hours or more.</p> | <p>Eligible to use on the first day of the pay period following the first day of the month after their accrual begins.</p> <p>Should be used when the team member misses work due to an accident or personal illness or to care for an ill family member (parents, children or spouse).</p> | <p>Team members accrue 1 hour of paid sick leave for every 30 hours worked (0.033334 hours earned for every hour worked).</p> <p>The maximum annual accrual amount is 48 hours.</p> | <p>Up to 80 hours of unused accrued time rolls over to the next calendar year.</p> <p>Team members cannot exceed 80 hours of accrued time.</p> |
| New York | All non-exempt team members, excluding contractors, accrue paid sick leave on date of hire. | <p>Paid sick time may only be used for: A mental or physical illness, injury, or health condition of team member or team member's family member, regardless of whether such illness, injury or health condition has been diagnosed or requires medical care at the time that the team member requests such leave.</p> | <p>Team members accrue one hour of paid sick leave for every 30 hours worked (0.033334 hours earned for every hour worked).</p> <p>The maximum annual accrual amount is 56 hours.</p> | <p>Up to 56 hours of unused accrued time rolls over to the next calendar year.</p> <p>Team members cannot exceed 112 hours of accrued time.</p> |

| State | Eligibility | When and What to use it for | Accrual Rate and Annual Max/Usage | Max Accrual |
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| | | <p>The diagnosis, care or treatment of a mental or physical illness, injury or health condition of, or need for medical diagnosis of, or preventive care for, such team member or such team member's family member.</p> <p>An absence from work when the team member or team member's family member has been the victim of domestic violence.</p> | | |
| New York City | All non-exempt team members, excluding contractors, accrue paid sick leave on date of hire. | <p>Should be used for the following:</p> <ul style="list-style-type: none"> • The team member's mental or physical illness, injury, or health condition • The team member's need for medical diagnosis, care, or treatment of a mental or physical illness, injury, or health condition • The team member's need for preventive medical care • Care of a family member who needs medical diagnosis, care, or treatment of an illness, injury, or health condition, or who needs preventive medical care • Closure of team member's place of business due to a public health emergency (as declared by the Commissioner of the New York City Department of Health and Mental Hygiene or the Mayor) • The team member's need to care for a child whose school or child care provider is closed due to a | <p>Team members accrue one hour of paid sick leave for every 30 hours worked (0.033334 hours earned for every hour worked).</p> <p>The maximum annual accrual amount is 56 hours.</p> | <p>Up to 56 hours of unused accrued time rolls over to the next calendar year.</p> <p>Team members cannot exceed 112 hours of accrued time.</p> |

| State | Eligibility | When and What to use it for | Accrual Rate and Annual Max/Usage | Max Accrual |
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| | | <p>public health emergency The law defines the following as a family member as, Child (biological, adopted, or foster child; legal ward; child of a team member standing in loco parentis), Grandchild, Spouse, Domestic partner, Parent, Grandparent, Child or parent of a team member's spouse or domestic partner, Sibling (half, adopted, or step).</p> | | |
| <p>Westchester County, New York</p> | <p>All non-exempt team members, excluding contractors, accrue paid sick leave on date of hire.</p> | <p>Eligible to use accrued hours on the 90th day of employment.</p> <p>Sick time can be used for:</p> <ul style="list-style-type: none"> - Team member's own or a family member's mental or physical illness, injury or health condition; need for medical diagnosis, care, or treatment of a mental or physical illness, injury or health condition; need for preventative medical care; -The care for a team member or family member when it has been determined by the public health authorities having jurisdiction on that the team member's or family member's presence in the community may jeopardize the health of others because of his or her exposure to a communicable disease whether or not the team member or family member has actually contracted the communicable disease; - The closure of the team member's place of | <p>Team members accrue one hour of paid sick leave for every 30 hours worked (0.033334 hours earned for every hour worked).</p> <p>The maximum annual accrual amount is 56 hours.</p> | <p>Up to 56 hours of unused accrued time rolls over to the next calendar year.</p> <p>Team members cannot exceed 112 hours of accrued time.</p> |

| State | Eligibility | When and What to use it for | Accrual Rate and Annual Max/Usage | Max Accrual |
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| | | business by order of a public official due to a public health emergency; - The closure of a day care or elementary or secondary school attended by the team member's child where such closure was due to a public health emergency. | | |
| Maine | Team members that meet eligibility requirements for Target's vacation plan will follow those guidelines. If a team member doesn't meet Target's vacation policy eligibility, team members will follow this plan based off of legislated requirement. Accrual begins at date of hire. | Eligible to use accrued hours on the 120th day of employment. Team members may use paid leave available for use by that team member without providing a reason to his or her employer for such use. | Time accrues in a team members vacation bucket. Team members will accrue .025 per hour worked. Team members are eligible for 40 hours. | The maximum accrual is 1.5x the annual accrual limit which is 60 hours. |
| Maryland | All non-exempt team members accrue paid sick leave on date of hire. | Eligible to use accrued hours on the 90th day of employment. An employee is allowed to use earned sick and safe leave under the following conditions: <ul style="list-style-type: none"> To care for or treat the employee's mental or physical illness, injury, or condition; To obtain preventative medical care for the employee or the employee's family member; | Team members accrue one hour of paid sick leave for every 30 hours worked (0.033334 hours earned for every hour worked). The maximum annual accrual amount is 40 hours. | Up to 80 hours of unused accrued time rolls over to the next calendar year. Team members cannot exceed 80 hours of accrued time. |

| State | Eligibility | When and What to use it for | Accrual Rate and Annual Max/Usage | Max Accrual |
|-------|-------------|--|-----------------------------------|-------------|
| | | <ul style="list-style-type: none"> • To care for a family member with a mental or physical illness, injury, or condition; • For maternity or paternity leave; or • The absence from work is necessary due to domestic violence, sexual assault, or stalking committed against the employee or the employee's family member and the leave is being used: (1) to obtain medical or mental health attention; (2) to obtain services from a victim services organization; (3) for legal services or proceedings; or (4) because the employee has temporarily relocated as a result of the domestic violence, sexual assault, or stalking. • For the death of a team member's immediate family (child, spouse, or parent) <p>A family member includes a spouse, child, parent, grandparent, grandchild, sibling, the legal guardian or ward of the team member or of the TM's spouse.</p> | | |

| State | Eligibility | When and What to use it for | Accrual Rate and Annual Max/Usage | Max Accrual |
|-----------------------|--|--|---|---|
| Montgomery County, MD | All non-exempt team members accrue paid sick leave on date of hire. | <p>Eligible to use accrued hours on the 90th day of employment.</p> <p>To care for or treat the employee's mental or physical illness, injury, or condition; To obtain preventive medical care for the TM or their family; to care for a family member with a mental or physical illness, injury, or condition; if a public official closes the business, the TM's child's daycare, or school due to a public health emergency; care for a family member; domestic violence, sexual assault, stalking of the TM or their family and needs time away to manage through the issue.</p> | <p>Team members accrue one hour of paid sick leave for every 30 hours worked (0.033334 hours earned for every hour worked).</p> <p>The maximum annual accrual amount is 56 hours.</p> | <p>Up to 56 hours of unused accrued time rolls over to the next calendar year.</p> <p>Team members cannot exceed 112 hours of accrued time.</p> |
| Massachusetts | Non-exempt team members, including seasonal and daily extras begin accruing paid sick leave on date of hire. | <p>Eligible to use accrued hours on the 90th day of employment.</p> <p>Team members can use sick time for absences for own or family members illness or injury and can be used for absences associated with domestic violence or sexual abuse.</p> | <p>Team members accrue one hour of paid sick leave for every 30 hours worked (0.033334 hours earned for every hour worked).</p> <p>The maximum annual accrual amount is 40 hours.</p> | <p>Up to 80 hours of unused accrued time rolls over to the next calendar year.</p> <p>Max accrual is 80 hours</p> |

| State | Eligibility | When and What to use it for | Accrual Rate and Annual Max/Usage | Max Accrual |
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| Michigan | Non-exempt team members who are eligible for medical benefits under Target's benefit plans. | <p>Eligible to use accrued hours on the 90th day of employment.</p> <p>Sick time can be used for:</p> <ul style="list-style-type: none"> - Team member's own or a family member's mental or physical illness, injury, or health condition; medical diagnosis, care, or treatment of a mental or physical illness, injury, or health condition; or preventative medical care. -if the team member or a family member is a victim of domestic violence or sexual assault, sick time may be used for the medical care or psychological or other counseling for physical or psychological injury or disability; to obtain services from a victim services organization; to relocate due to domestic violence or sexual assault; to obtain legal services; or to participate in any civil or criminal proceedings related to or resulting from the domestic violence or sexual assault. -For closure of the eligible team member's primary workplace by order of a public official due to a public health emergency; for an eligible team member's need to care for a child whose school or place of care has been closed by order of a public official due to a public health emergency; or if it has been determined by the health authorities having jurisdiction or by a health care provider that | <p>Team members accrue one hour of paid sick leave for every 30 hours worked (0.033334 hours earned for every hour worked).</p> <p>The maximum annual accrual amount is 40 hours.</p> | <p>Up to 80 hours of unused accrued time rolls over to the next calendar year.</p> <p>Max accrual is 80 hours</p> |

| State | Eligibility | When and What to use it for | Accrual Rate and Annual Max/Usage | Max Accrual |
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| | | <p>the eligible team member's or eligible family member's presence in the community would jeopardize the health of others because of the exposure to a communicable disease, whether or not the eligible team member or family member has actually contracted the communicable disease.</p> | | |
| Duluth, MN | <p>All non-exempt team members, excluding contractors and seasonals, are eligible for paid sick leave at date of hire.</p> | <p>Eligible to use accrued hours on the 90th day of employment.</p> <p>Earned paid sick leave can be used for a team member's own or a family member's: mental or physical illness, injury, or health condition; to accommodate the need for medical diagnosis, care, or treatment of a mental or physical illness, injury, or health condition; or a need for preventative medical care.</p> <p>An absence due to domestic abuse, sexual assault, or stalking of the team member or team member's family member.</p> | <p>Team members accrue one hour of paid sick leave for every 30 hours worked (0.033334 hours earned for every hour worked).</p> <p>The maximum annual accrual amount is 64 hours.</p> | <p>Up to 80 hours of unused accrued time rolls over to the next calendar year.</p> <p>Max accrual is 80 hours</p> |

| State | Eligibility | When and What to use it for | Accrual Rate and Annual Max/Usage | Max Accrual |
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| Minneapolis and St. Paul, MN | All non-exempt team members are eligible for paid sick leave at date of hire. | <p>Eligible to use accrued hours on the 90th day of employment.</p> <p>Earned paid sick leave may be used for the following purposes: Illness, injury, health condition or preventive care. A public health emergency. To care for a family member whose school or place of care has been closed due to inclement weather, loss of power, loss of heating, loss of water, or other unexpected closure. Absence due to domestic violence, sexual violence, abuse or stalking Employees may use earned paid sick leave for themselves or family members.</p> | <p>Team members accrue one hour of paid sick leave for every 30 hours worked (0.033334 hours earned for every hour worked).</p> <p>The maximum annual accrual amount is 48 hours.</p> | <p>Up to 80 hours of unused accrued time rolls over to the next calendar year.</p> <p>Max accrual is 80 hours</p> |
| Nevada | <p>Team members that meet eligibility requirements for Target's vacation plan will follow those guidelines. If a team member doesn't met Target's vacation policy eligibility, team members will follow this plan based off of legislated requirement.</p> <p>Accrual begins at date of hire.</p> | <p>Eligible to use accrued hours on the 90th day of employment.</p> <p>Team members may use paid leave available for use by that team member without providing a reason to his or her employer for such use.</p> | <p>Time accrues in a team members vacation bucket.</p> <p>Team members will accrue .01923 per hour worked.</p> <p>Team members are eligible for 40 hours.</p> | <p>The maximum accrual is 1.5x the annual accrual limit which is 60 hours.</p> |
| New Jersey | All non-exempt team members are eligible for | Eligible to use accrued hours on the 120th day of employment. | Team members accrue one hour of paid sick leave | Up to 80 hours of unused accrued time rolls over to |

| State | Eligibility | When and What to use it for | Accrual Rate and Annual Max/Usage | Max Accrual |
|------------|---|---|--|---|
| | paid sick leave at date of hire. | <p>Team members can use sick time for: Diagnosis, care, treatment, or recovery for a mental or physical illness, injury, or health condition; or you need preventive medical care. You need to care for a family member during diagnosis, care, treatment, or recovery for a mental or physical illness, injury, or health condition; or your family member needs preventive medical care. You or a family member have been the victim of domestic violence or sexual violence and need time for treatment, counseling, or to prepare for legal proceedings. You need to attend school-related conferences, meetings, or events regarding your child's education; or to attend a school-related meeting regarding your child's health. Your employer's business closes due to a public health emergency or you need to care for a child whose school or child care provider closed due to a public health emergency.</p> | <p>for every 30 hours worked (0.033334 hours earned for every hour worked). The maximum annual accrual amount is 40 hours.</p> | <p>the next calendar year. Team members cannot exceed 80 hours of accrued time.</p> |
| New Mexico | All non-exempt team members, including seasonals, are eligible for paid sick leave at date of hire. | Team members can use sick time for mental or physical illness, injury or health condition, medical diagnosis, care or treatment of a mental or physical illness, injury or health | Team members accrue one hour of paid sick leave for every 30 hours worked (0.033334 hours earned for every hour worked). | The maximum accrual limit is unlimited. |

| State | Eligibility | When and What to use it for | Accrual Rate and Annual Max/Usage | Max Accrual |
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| | | <p>condition and preventive medical care.</p> <p>If you need to care of family members mental or physical illness, injury or health condition, medical diagnosis, care or treatment of a mental or physical illness, injury or health condition, preventive medical care. It also includes meetings for your child's school or place of care related to the child's health or disability, or for absence necessary due to domestic abuse, sexual assault or stalking suffered by yourself or a family member of the employee.</p> <p>Sick leave shall be provided upon the oral or written request of an employee or an individual acting on the employee's behalf. When possible, the request shall include the expected duration of the sick leave absence.</p> | There is no annual usage. | |
| Oregon (includes Portland) | All non-exempt team members are eligible for paid sick leave at date of hire. | <p>Team members can begin to use sick time as of their 90 day of employment.</p> <p>Team members can use sick time for an employee's or family member's mental or physical illness, injury or health condition, need for medical diagnosis, care or treatment of a mental or physical illness, injury or health condition for</p> | <p>Team members accrue one hour of paid sick leave for every 30 hours worked (0.033334 hours earned for every hour worked).</p> <p>The maximum annual accrual amount is 40 hours.</p> | <p>Up to 80 hours of unused accrued time rolls over to the next calendar year.</p> <p>Max accrual is 80 hours</p> |

| State | Eligibility | When and What to use it for | Accrual Rate and Annual Max/Usage | Max Accrual |
|------------------|---|---|--|--|
| | | <p>preventive medical care. Team members can use for absences associated with domestic violence or sexual abuse.</p> <p>In the event of a public health emergency; including closure of facility, school or place of care for employee's child or by order of public health emergency. A determination by healthcare provider that the presence of an employee or family member in the community would jeopardize health of others.</p> | | |
| Philadelphia, PA | Non-exempt team members, excluding seasonal, begin to accrue paid sick leave on their date of hire. | <p>All team members are eligible to use accrued hours as soon as the time is accrued following the 90th day of employment.</p> <p>Team members can use sick time for preventive and routine medical care, illness, injury, to care for their health needs, to seek treatment and take necessary steps to ensure safety/protection from domestic violence, sexual abuse, or stalking. Time can be used for self or for family members.</p> | <p>Team members accrue one hour of paid sick leave for every 40 hours worked (0.025 hours accrued per hour worked).</p> <p>Team members cannot accrue more than 40 hours in a calendar year.</p> | There is no limit to the amount of hours a team member can have in their accrual bank. Even though they can only carry over 40 hours, they could do this continually year over year. |

| State | Eligibility | When and What to use it for | Accrual Rate and Annual Max/Usage | Max Accrual |
|----------------|---|--|---|---|
| Pittsburgh, PA | Non-exempt team members, including seasonal, begin to accrue paid sick leave on their date of hire. | <p>Eligible to use accrued hours on the 90th day of employment.</p> <p>Paid Sick Time can be used to care for the team member's or a family member's illness, injury, or health condition; or in the event of a public health emergency or a family member's exposure to a communicable disease.</p> | <p>Team members accrue one hour of paid sick leave for every 30 hours worked (0.033334 hours earned for every hour worked).</p> <p>The maximum annual accrual amount is 40 hours.</p> | <p>Up to 80 hours of unused accrued time rolls over to the next calendar year.</p> <p>Max accrual is 80 hours</p> |
| Rhode Island | All non-exempt team members are eligible for paid sick leave at date of hire. | <p>Eligible to use accrued hours on the 90th day of employment.</p> <p>Earned paid sick leave may be used for the following reasons:</p> <p>(1) A team member's: mental or physical illness, injury or health condition; need for medical diagnosis, care, or treatment of a mental or physical illness, injury or health condition; need for preventive medical care;</p> <p>(2) Care of a family member: with a mental or physical illness, injury or health condition; who needs medical diagnosis, care, or treatment of a mental or physical illness, injury or health condition; who needs preventive medical care;</p> <p>(3) Closure of the team member's place of business by order of a public official due to a public health emergency</p> | <p>Team members accrue one hour of paid sick leave for every 35 hours worked (0.028571 hours earned for every hour worked).</p> <p>Team members cannot accrue more than 40 hours in a calendar year. There is no cap on the maximum accrual or usage.</p> | There is no limit to the amount of hours a team member can have in their accrual bank. |

| State | Eligibility | When and What to use it for | Accrual Rate and Annual Max/Usage | Max Accrual |
|---------|---|--|--|---|
| | | <p>or a team member's need to care for a child whose school or place of care has been closed by order of a public official due to a public health emergency, or care for oneself or a family member when it has been determined by the health authorities having jurisdiction or by a health care provider that the team member's or family member's presence in the community may jeopardize the health of others because of their exposure to a communicable disease, whether or not the team member or family member has actually contracted the communicable disease; or</p> <p>(4) Time off needed when the team member or a member of the team member's family is a victim of domestic violence, sexual assault or stalking.</p> | | |
| Vermont | <p>Team members who are employed by Target for an average of no less than 18 hours per week during a year are eligible. However, the term "team member" shall not include an individual who is employed by Target for 20 weeks or fewer in a 12-month period; and in a job scheduled to</p> | <p>Eligible to use accrued hours after one year of employment.</p> <p>Earned paid sick leave may be used for the following reasons:</p> <p>(1) The TM is ill or injured.</p> <p>(2) The TM obtains professional diagnostic, preventive, routine, or therapeutic health care.</p> <p>(3) The TM cares for a sick or injured parent, grandparent, spouse, child, brother, sister, parent-in-law, grandchild, or foster child, including helping that individual obtain diagnostic, preventive, routine, or</p> | <p>Team members accrue one hour of paid sick leave for every 40 hours worked (0.025 hours accrued per hour worked).</p> <p>Team members cannot accrue more than 40 hours in a calendar year.</p> | <p>There is no limit to the amount of hours a team member can have in their accrual bank. Even though they can only carry over 40 hours, they could do this continually year over year.</p> |

| State | Eligibility | When and What to use it for | Accrual Rate and Annual Max/Usage | Max Accrual |
|------------|---|--|---|--|
| | last 20 weeks or fewer, or an individual who is under 18 years of age. | <p>therapeutic health treatment, or accompanying the TM's parent, grandparent, spouse, or parent-in-law to an appointment related to his or her long-term care.</p> <p>(4) The TM is arranging for social or legal services or obtaining medical care or counseling for the TM or for the TM's parent, grandparent, spouse, child, brother, sister, parent-in-law, grandchild, or foster child, who is a victim of domestic violence, sexual assault, or stalking or who is relocating as the result of domestic violence, sexual assault, or stalking.</p> <p>(5) The TM cares for a parent, grandparent, spouse, child, brother, sister, parent-in-law, grandchild, or foster child, because the school or business where that individual is normally located during the TM's workday is closed for public health or safety reasons.</p> | | |
| Washington | All non-exempt team members are eligible for paid sick leave at date of hire. | <p>Eligible to use accrued hours on the 90th day of employment.</p> <p>Earned paid sick leave may be used for the following reasons: An absence resulting from a team member's mental or physical illness, injury, or health condition; to accommodate the employee's need for medical diagnosis, care, or treatment of a mental or physical illness, injury, or health condition; or a team</p> | <p>Team members accrue one hour of paid sick leave for every 30 hours worked (0.033334 hours earned for every hour worked).</p> <p>There is no cap on the annual or maximum accrual or usage.</p> | Team members can carry over up to 80 hours of paid sick time per benefit year. |

| State | Eligibility | When and What to use it for | Accrual Rate and Annual Max/Usage | Max Accrual |
|-------------|---|--|--|--|
| | | <p>members need for preventive medical care. To allow a team member to provide care for a family member with a mental or physical illness, injury, or health condition; care of a family member who needs medical diagnosis, care, or treatment of a mental or physical illness, injury, or health condition; or care for a family member who needs preventive medical care.</p> <p>When a team member's place of business is closed by order of a public official for any health-related reason, or when a team members child's school or place of care is closed for such a reason.</p> <p>Absences that qualify for leave under the domestic violence leave act, chapter 49.76 RCW.</p> | | |
| Seattle, WA | <p>Non-exempt team members, including temporary, part time and daily extras, begin to accrue paid sick leave hours on their date of hire.</p> | <p>Eligible to use accrued hours on the 180th day of employment.</p> <p>Can be used for a team member's personal illness, injury or health condition, or to take care of a family member with an illness, injury or medical appointment. Closure of the team member's place of business or family member's school/place of care by order of a public official for health reasons. For reasons related to domestic violence, sexual assault, or stalking—for the employee or a family or household member.</p> | <p>Team members accrue one hour of paid sick leave for every 30 hours worked (0.033334 hours earned for every hour worked).</p> <p>Team members can use up to 72 hours of Paid Sick and Safe Time (PSST) per benefit year.</p> | <p>Team members carry over up to 72 hours of PSST time per benefit year.</p> |

| State | Eligibility | When and What to use it for | Accrual Rate and Annual Max/Usage | Max Accrual |
|-------------|---|---|---|---|
| | | <p>"family member" includes a spouse, registered domestic partner, child, parent, grandparent, and parent-in-law.</p> <p>"household member" includes stepparents and stepchildren, grandchildren, current and former spouses and domestic partners, persons who have a child in common, adult persons related by blood or marriage, adult persons who have resided or are residing together, and persons 16 years of age or older who are or were residing together and who are or were in a dating relationship.</p> | | |
| Spokane, WA | All non-exempt team members are eligible for accrued paid sick leave at date of hire. | <p>Team members can begin to use sick time as of their 90 day of employment.</p> <p>Team members can use sick time for an employee's or family member's mental or physical illness, injury or health condition, need for medical diagnosis, care or treatment of a mental or physical illness, injury or health condition for preventive medical care. Team members can use for absences associated with domestic violence or sexual abuse.</p> <p>In the event of a public health emergency; including closure of facility, school or place of care for employee's child or by order of public health emergency. A determination by healthcare provider that</p> | <p>Team members accrue one hour of paid sick leave for every 30 hours worked (0.033334 hours earned for every hour worked).</p> <p>The maximum annual accrual amount is 40 hours.</p> | <p>Up to 80 hours of unused accrued time rolls over to the next calendar year.</p> <p>Max accrual is 80 hours</p> |

| State | Eligibility | When and What to use it for | Accrual Rate and Annual Max/Usage | Max Accrual |
|------------|---|--|---|--|
| | | <p>the presence of an employee or family member in the community would jeopardize health of others.</p> | | |
| Tacoma, WA | <p>Non-exempt team members begin to accrue paid sick leave on their date of hire.</p> | <p>Team members become eligible to use their accrued sick leave hours on day 180 of their employment.</p> <p>Team members can use sick time for an employee's or family member's mental or physical illness, injury or health condition, need for medical diagnosis, care or treatment of a mental or physical illness, injury or health condition for preventive medical care. Team members can use for absences associated with domestic violence or sexual abuse. In the event of a public health emergency; including closure of facility, school or place of care for employee's child or by order of public health emergency. A determination by healthcare provider that the presence of an employee or family member in the community would jeopardize health of others.</p> | <p>Team members will earn one hour of paid sick leave for every 30 hours worked (0.033334 hours earned for every hour worked).</p> <p>Team members cannot accrue more than 40 hours annually.</p> | <p>Up to 80 hours of unused accrued time rolls over to the next calendar year.</p> <p>Team members cannot exceed 80 hours of accrued time.</p> |

| State | Eligibility | When and What to use it for | Accrual Rate and Annual Max/Usage | Max Accrual |
|---------------|--|--|--|---|
| Washington DC | Non-exempt team members begin to accrue paid sick leave on their date of hire. | <p>Eligible to use accrued hours after the 90th day of employment.</p> <p>Team members can use sick time for their own illness or the illness of a family member and absences associated with domestic violence or sexual abuse.</p> | <p>Team members accrue one hour of paid sick leave for every 37 hours worked (0.027027 per hour worked).</p> <p>The maximum annual accrual amount is 56 hours per calendar year.</p> | <p>Team members can carry over accrued paid sick leave to the following calendar year. However, carry-over hours (earned and unused hours carried into the new calendar year) are capped at 56.</p> |

Voting Plan

Encouraging you to exercise your right to vote.

Taking time to make your voice heard. Target encourages you to vote in the way that works best for you. If you're visiting the polls in person, polls are typically open extended hours for voting outside of your regular shift hours. If you need to use work time to vote, Target provides paid time off to vote for all local, state and federal elections on election day to all team members who are eligible to vote.

Note: Non-exempt team members who use eClock or a wall-mounted time clock must submit a Time-off Request to request pay for time spent at the polls. Select Other Benefit Time and enter Voting Pay in the Comments.

Election Judge

Serving as an election judge (also called poll woker)

Team members can take paid time off from work to serve as an election judge for any official city, state or federal election. If you intend to serve as an election judge, you must provide notice to your manager at least 7 days prior to the time off needed.

- ⦿ **Who's eligible?** Non-exempt headquarters team members, Supply Chain Facilities team members, non-exempt stores team leads and team members (excluding seasonals) are eligible for pay the first day of the pay period following their date of hire.
- ⦿ Target will deduct the payment you receive from the government, excluding any reimbursement for parking, mileage, etc. from your pay from Target. The amount deducted will be no more than the pay you receive from Target. If you receive pay from the government, you should cash the compensation received and forward proof of payment (either the check stub or copy of the original check) to your Human Resources Partner.
- ⦿ Paid time for serving as an election judge cannot be used for any other purpose other than time off to serve as an election judge, and it is not accrued, cannot be carried over into the following year, and will not be paid out upon termination of employment. Paid time for serving an election judge is nothing more than a mere gratuity and is not a wage, and will not be paid out in lieu of time off.

Jury Duty/Witness Duty Plan

Time off when you're called for civic duty.

Your job is safe while you serve. If you've been selected for jury duty or must serve as a witness in a trial, Target offers eligible team members time away from work to serve.

If you are called to serve on a jury or as a witness, please provide your HR representative with the summons issued by the governmental unit involved. We do not provide written documentation to excuse team members from jury duty. Following jury duty, Target will reinstate you to your former position regardless of length of time spent on jury duty.

Reporting back to work. When jury is not in session, or if you've been excused from jury duty, you must report to work during your scheduled hours if you can work at least 4 hours of your scheduled work period, except as provided by law.

Who's eligible? If you're an hourly HQ team member, store team lead, or Supply Chain facilities team member with average hours of 20 or more hours per week, you are eligible for paid jury or witness duty on the first day of the pay period following your date of hire.

If you're an hourly store team member, you are not eligible for pay but Target will protect your average hours for time missed due to serving jury or witness duty.

HR will manage your time and pay. Your jury duty pay may be delayed depending on when it was requested during the pay cycle.

In step with state statutes. Target must meet the minimum guidelines as outlined in state statutes. The Target policy goes into effect after state guidelines are met. If you live and work in different states, the law for the state where you work applies for calculating jury or witness pay.

Questions? Contact your Human Resources representative.