

LAMPASAS COUNTY PERSONNEL POLICIES

SECTION 7. LEAVES AND ABSENCES

7.5 MILITARY LEAVE

GUARD AND RESERVE

COUNTY EMPLOYEES WHO ARE MEMBERS OF THE NATIONAL GUARD OR ACTIVE RESERVE COMPONENTS OF THE UNITED STATES ARMED FORCES SHALL BE ALLOWED UP TO FIFTEEN (15) DAYS OFF PER FEDERAL FISCAL YEAR WITH PAY TO ATTEND AUTHORIZED TRAINING SESSIONS AND EXERCISES. (See Military Family Leave Policy #7.6 for Related Policy)

THE FIFTEEN (15) DAY PAID MILITARY LEAVE SHALL APPLY TO THE FEDERAL FISCAL YEAR AND ANY UNUSED BALANCE AT THE END OF THE YEAR SHALL NOT BE CARRIED FORWARD INTO THE NEXT CALENDAR YEAR.

PAY FOR ATTENDANCE AT RESERVE OR NATIONAL GUARD TRAINING SESSIONS OR EXERCISES SHALL BE AUTHORIZED ONLY FOR PERIODS WHICH FALL WITHIN THE EMPLOYEE'S NORMAL WORK SCHEDULE.

AN EMPLOYEE MAY USE ANNUAL LEAVE, EARNED COMPENSATORY TIME, OR LEAVE WITHOUT PAY IF HE/SHE MUST ATTEND RESERVE OR NATIONAL GUARD TRAINING SESSIONS OR EXERCISE IN EXCESS OF THE FIFTEEN DAY MAXIMUM.

ORDERS

AN EMPLOYEE GOING ON MILITARY LEAVE SHALL PROVIDE HIS/HER SUPERVISOR WITH A SET OF ORDERS WITHIN TWO (2) DAYS AFTER RECEIVING THEM.

ACTIVE MILITARY

COUNTY EMPLOYEES WHO LEAVE THEIR POSITIONS AS A RESULT OF BEING CALLED TO ACTIVE MILITARY SERVICE OR WHO VOLUNTARILY ENTER THE ARMED FORCES OF THE UNITED STATES SHALL BE ELIGIBLE FOR RE-EMPLOYMENT IN ACCORDANCE WITH THE STATE AND FEDERAL REGULATIONS IN EFFECT AT THE TIME OF THEIR RELEASE FROM DUTY. (see Military Family Leave Policy #7.6 for related policy).

THE UNIFORMED SERVICES EMPLOYMENT AND REEMPLOYMENT ACT (USERRA) REQUIRES THAT A PERSON RE EMPLOYED UNDER ITS PROVISIONS WILL BE GIVEN CREDIT FOR ANY MONTHS AND HOURS OF SERVICE S/HE WOULD HAVE BEEN EMPLOYED BUT FOR THE MILITARY SERVICE IN DETERMINING ELIGIBILITY FOR THE FAMILY MEDICAL LEAVE ACT (FMLA) LEAVE (see Section 7.6 FMLA policy).