

NEW POLICY

DECLARED EMERGENCY PAID LEAVE

Employees may be eligible for Declared Emergency Paid Leave when one or more of the following conditions are documented:

- A) Unable to return to work due to evacuation
- B) Personal injury or significant damage to their personal residence
- C) Required to assist a family member with a storm related health emergency
- D) Required to participate in relief efforts
- E) Other emergency related circumstances which required their personal involvement.

Requests for this leave must be recommended by the authorized supervisor for approval by the Superintendent or designee. Declared Emergency Paid Leave shall not exceed ten (10) days per declared emergency event, except as extended by the Superintendent. Such leave shall not be deducted from the employee's accrued leave.

For the purposes of this policy, a declared emergency is one declared by federal, state or local officials.

AUTHORITY: F.S. 1001.41
Policy Adopted: 12/07/04