

## TRANSFER LEAVE (EMPLOYEE) - SUMMARY OF REVISIONS

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5-23-75      Adopted policy for granting leave with pay for employees transferred to another duty station.

6-1-85      The Office of State Budget revised the policy on moving expenses to conform to federal guidelines concerning the distance an employee must move before being eligible to claim expenses as an income tax deduction. The distance was changed from 20 to 35 miles. The policy on leave with pay for employees being transferred at the request of the agency is being revised to conform with the moving expense policy.

7-1-95      Clarified types of appointments of covered employees.

9/7/17      Policy revised to delete all reference to trainee appointments, per appointment types and career status

9/24/26      Policy repealed and replaced with the [Employee Leave Options](#) policy.  
(Effective October 1, 2026)

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