

Special Leave Policy
SUMMARY OF REVISIONS

10-01-2020

- Policy reviewed by the Recruitment Division to confirm alignment with current practices and by the Legal, Commission, and Policy Division to confirm alignment with statutory, rule(s), and other policies. No substantive changes. Reported to SHRC on October 1, 2020.
- General editorial changes to text, grammar, and language. All changes were minor wording and format changes for clarification.

01-02-2018

- Policy updated to remove any reference to the Governors Awards for Excellence Program. The time away from work relative to a Governor's Award is to attend the Ceremony and events related to the Award.

01-01-2003

- Revised to change the name of the SEIBP and the Awards Program.

07-01-2000

- Changed "Suggestion System" to "Incentive Bonus Program"
- Added Advisory Note about awarding special leave to teams. Revised to change the name of the SEIBP and the Awards Program.

02-02-1983

- Page number change only.

10-01-1982

- Revised to include time off for departmental awards given in connection with the Governor's Awards for Excellence.

05-01-1978

- New policy allowing up to 24 hours leave as a part of an award for a suggestion that is adopted.