

DEPARTMENT OF PERSONNEL ADMINISTRATION



REFERENCE CODE : CA 82/83-009  
EFFECTIVE DATE : July 1, 1982  
EXPIRATION DATE: Term of Contract  
DATE OF ISSUE : November 19, 1982

TO: LABOR RELATIONS AND PERSONNEL OFFICERS

SUBJECT: Leaves of Absence

CONTRACT: All CSEA, 8, 13, 16, and 19.

ISSUE: Is permanent status a requirement for a regular unpaid leave of absence of one year?

INTERPRETATION: No. At the discretion of the appointing power a regular unpaid leave of absence may be granted to any employee regardless of status.

CONTRACT: All CSEA, 6, and 8.

ISSUE: What time frame is used to determine the one year period for child birth leave for a male or female employee?

INTERPRETATION: For the female employee the one year period begins any time after verification of pregnancy or at the expiration of the NDI benefit.

The male employee is entitled to the year beginning within 30 calendar days from the child's birth.

CONTRACT: All Contracts

ISSUE: May an employee interrupt a child birth leave with a return to work and still be entitled to additional time off within the twelve month period.

Memo re: Leaves of Absence

INTERPRETATION: No. The leave must be continuous, a return to work terminates an employee's entitlement to the child birth leave.

If you have any questions, please contact Jerri Martin, Personnel Services Branch, at (916) 324-0439 or (ATSS) 454-0439.



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