

MILITARY LEAVE

**SOURCE: OHIO ADMINISTRATIVE CODE 123:1-34-04
OHIO REVISED CODE 5923.05(C)
OCSEA/AFSCME BARGAINING AGREEMENT ARTICLE 30.02**

CONTACT: OFFICE OF EMPLOYEE SERVICES

Military Leave Policy:

1. Permanent Ohio EPA employees who are or become members of the Ohio National Guard or any other reserve component of the United States Armed Forces are eligible for military leave with pay.
2. Leave is not to exceed 22 workdays or 176 hours per calendar year for federal or state duty.
3. Military leave with pay will not affect sick leave, vacation credit, or personal leave accrual.
4. Upon exhaustion of paid leave(s) during the calendar year in which the employee performed services in the uniformed service, the employee shall be entitled, while still under orders, to a leave of absence without pay and a pay differential as set forth in ORC 5923.05(C).
5. Employees are required to submit a published military order or a written statement from their military commander when requesting leave.
6. Additional information provided at www.das.ohio.gov/hrd/militaryleave/

09/06