Effective: June 4, 2008 Page: 1 of 1
Cancels: Personnel Policy Manual Dated 1991, Section 11.18

POLICY-HR-3508

See Also: <a href="http://uscode.house.gov/uscode-cgi/fastweb.exe?getdoc+uscview+t37t40+889+0++()%20%20AND%20((38)%20ADJ%20USC):CITE%20AND%20(USC%20w/10%20(4301)):CITE and www.osc.gov/userra.htm; RCW 38.40.060.

Approved by:
Thomas A. green, Chair Intercity Transit Authority
Mike Harbour, General Manager

Written by: Ed Ruttledge

GRANTING MILITARY LEAVE

Definitions:

"uniformed services" - the Armed Forces, the Army National Guard and the Air National Guard when engaged in active duty for training, inactive duty training, or full-time National Guard duty, the commissioned corps of the Public Health Service, and any other category of persons designated by the President in time of war or national emergency.

This policy applies to Intercity Transit non-represented employees.

1. Intercity Transit Grants Military Leave

Intercity Transit grants employees military leave and affords all reemployment rights and benefits as provided in the Uniformed Services Employment and Reemployment Rights Act (USERRA). Intercity Transit grants military leave to an employee absent from a position of employment by reason of service in the "uniformed services."

2. <u>Employees Receive Pay for Military Leave</u>

Intercity Transit pays employees on military leave to the extent provided in RCW 38.40.060, FORM-HR-3508.

4. Intercity Transit Will NOT Discriminate

Intercity Transit will NOT discriminate or retaliate against any employee presently on military leave or experienced military leave. Employees who believe they were subject to discrimination or retaliation may file a complaint with the U.S. Department of Labor, Veterans Employment and Training Service (VETS).