SHARP Message #480

DATE: 12/19/2001
AUTHOR: Brent Smith
SUBJECT: Time and Leave - Inclement Weather Policy
MESSAGE TEXT:

Governor Bill Graves issued a new Inclement Weather Policy that is effective 12/23/2001. The following information addresses how that policy relates to SHARP Time and Leave.

Record leave for benefits eligible non-essential employees who are scheduled to report to work while the Inclement Weather Policy is invoked with IWN (Inclement Weather - Non-exempt) or IWE (Inclement Weather - Exempt). Both non-exempt and exempt employees record this leave in .25 increments. Classified temporary employees do not receive Inclement Weather pay.

Employees who work during the period of Declared Inclement Weather shall record hours worked as they normally would had there not been a Declaration of Inclement Weather.

Employees who received prior approval for authorized leave during the period covered by the Declaration of Inclement Weather shall record the leave they originally requested instead of IWN or IWE.

The Memorandum and Policy were e-mailed to Cabinet Secretaries and Agency Heads Monday, December 17, 2001.

Return to SHARP Message Page

Page last modified on: