

State Police Commission



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General Circular No. 93

Issue Date: May 15, 1998

Subject: Revision of State Police Commission Rules

Pursuant to the provisions of State Police Commission Rule 2.10(a), the State Police Commission will hold a public hearing to consider repealing and reenacting State Police Commission Rule 11.21.1. The hearing will begin at 9:00 a.m. in the Conference Room, Eleventh Floor, Wooddale Towers Building, 1885 Wooddale Boulevard in Baton Rouge, Louisiana.

Please review these proposals and furnish, in writing, by Thursday, June 4, 1998, any comments which you consider pertinent. If you would like to appear before the Commission and present your comments orally, you are invited to do so. You must notify this office by June 4, 1998 of your intention to address the Commission, to be placed on the agenda.

Please post this General Circular prominently, so that all employees will receive notice of this hearing. If any special accommodations are needed, please notify us before the hearing date.

Sincerely,

Debra L. Johnson

Debra L. Johnson
Director

Attachment

11.21.1 Leave Of Absence With Pay - Disabled Employee

- (a) When an employee is injured and thereby disabled while in the performance of their duty and is therefore unable to perform his/her usual duties, during the period of such disability, not to exceed six months, the appointing authority, with the prior approval of the Director, may grant the employee a leave of absence with full pay. Leave granted under the provisions hereof shall not be charged against any type of accumulated leave.
- (b) Leave provided for by subsection (a) hereof will be considered by the Director or the Commission only if the request for such is made within thirty (30) days from the date the disability began or at least ten (10) days prior to the expiration of the initial or extended period(s) of such leave.

Requests made in accord with this subsection, and specifically with subsection (b) hereof, may be approved with retroactive effect.
- (c) The leave provided for herein shall be granted only upon payment by the employee to the Department of all amounts of salary compensation received by the employee as Workmens' Compensation benefits.
- (d) Requests for such leave shall be submitted to the Director in writing by the Department and shall include all information necessary to determine an employee's eligibility for such leave.
- (e) If the leave requested under the provisions of subsection (a) hereof initially exceeds or later extends beyond six months, the Director shall submit such request to the Commission for its review and approval.
- (f) Where the affected employee has no other available leave, and the conditions for the leave provided for herein appear to be met, the Director may grant interim approval of requests which require Commission action.