

## **PERSONNEL SERVICES**

**Policy 4335**

### **Absences, Leave and Vacation**

#### **Employee Emergency Service**

Staff members joining any fire department, fire protection district, volunteer firefighter department, the Missouri-1 Disaster Medical Assistance Team, Missouri Task Force One, Urban Search and Rescue Team, or staff member activated by the Federal Emergency Management Agency (FEMA) to respond to a national disaster will not be subject to dismissal due to their joining such organizations. Such employees, however, who are absent from work, or who are late to work due to such service, may be docked and/ or required to submit written verification concerning the time and date of the emergency. In addition, such employees are required to make a reasonable effort to notify their supervisors that they will be absent or late due to emergency service.

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Board Reviewed December 15, 2011

Board Reviewed October 20, 2016