



Personnel Policies and Procedures

Military Leave

Effective Date: July 1, 2009

Board Approval: June 9, 2009

1. Purpose

- 1.1. To outline the Tooele Applied Technology College (TATC) policy toward military leave.

2. References

- 2.1. Utah Code Title 39, Chapter 3, Governmental Employees in Military Service
- 2.2. Board of Regents Policy R281, Employee Benefits
- 2.3. Board of Regents' Policy R803, Students and Employees Called to Active Military Service
- 2.4. The Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA), United States Code at Chapter 43, Part III, Title 38.

3. Policy

- 3.1 **Employees Called to Active Military Service.** Employees called to active military service are entitled to reinstatement of employment and benefits in accordance with The Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA), United States Code at Chapter 43, Part III, Title 38, and Board of Regents' Policy R803 – Students and Employees Called to Active Military Service.
- 3.2 **Leave for Members of the Military Reserve.** Full-time personnel who are members of any reserve branch of the United States Armed Forces are entitled to leave of absence with full pay for all time not in excess of 15 working days per year spent on duty at annual encampments or other required active duty training. This leave shall be in addition to annual vacation leave with pay.