

MEMORANDUM

TO: Agency Labor Administrators

FROM: Colleen Alderman, Assistant Deputy Director, Labor Relations
Diana E. Wise, Deputy General Counsel, Labor Relations

DATE: July 22, 2019

SUBJECT: Veteran Medical Leave

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We have recently settled a grievance that has an agency-wide impact. As such, please review and apply the following guidance in the future:

Veteran Medical Leave

The employer may require the employee requesting Veteran Medical Leave to provide the employer with proof of his/her military service connected disability appointment.

An employee may take up to a full shift per military service connected disability appointment.

As long as the employee is attending a military service connected disability appointment, he/she has the discretion to request a full day of Veteran Medical Leave. Agencies should not be evaluating the employee's drive time, appointment length, etc. and attempting to limit an employee's request for a full day of Veteran Medical Leave.

The employer will evaluate the request for adjacent shifts to be considered Veteran Military Leave on a case-by-case basis, based on the employee's physician's recommendations.