

**ABSENCES, LEAVES & VACATIONS**

Employees shall report to work regularly and promptly, except on authorized holidays or vacation days, unless absence is authorized by District policy or regulations.



<i>POLICY ADOPTED</i>	<i>March 10, 1975</i>
<i>RE-ADOPTED</i>	<i>January 13, 1986</i>
<i>REVISED</i>	<i>February 12, 1996</i>
<i>RENUMBERED</i>	<i>May 12, 2003</i>