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To: All BC, HR, NI, SNPIT, RS, Helium, and WO Field BIA Liaison Office Employees

From: Director, National Human Resources Management Center

Subject: Family Friendly Sick Leave

The Federal Employees Family Friendly Leave Act amended the law for a 3-year trial period effective December 1994, to expand the purposes for sick leave usage to include family care and bereavement. On December 21, 1997, the Federal Employees Family Friendly Leave Act is scheduled to expire. Federal employees and agencies have expressed full support for the continued use of Family Friendly sick leave because the program fosters goodwill and creates a more compassionate family friendly workplace, resulting in a more productive workforce that enables agencies to better accomplish their missions. Based upon the success of the program the Office of Personnel Management (OPM) recently notified government agencies of their decision to retain the program indefinitely.

As a reminder, the following general rules govern Family Friendly Sick Leave: covered full-time BLM employees may use up to 40 hours of sick leave per leave year to (1) care for a family member(s) who is incapacitated due to a physical or mental illness, injury, pregnancy, or childbirth; (2) to assist a family member who receives medical, dental, or optical examination or treatment(s); or (3) to make arrangements for, or attend the funeral of a family member. In addition, covered full-time employees who maintain a balance of 80 hours of sick leave may use an additional 64 hours, for a total of 104 hours of sick leave per leave year for family friendly sick leave purposes.

For more details regarding Family Friendly Sick Leave contact Jerry Jones, Employee Relations, HR-220, 6-6690.

Signed
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