

7-305. TWO-DAYS' LEAVE AFTER NOTICE.

(A) IN GENERAL.

EXCEPT AS PROVIDED IN SUBSECTION (B) OF THIS SECTION, AN EMPLOYEE MAY USE 2 DAYS OF ANNUAL LEAVE AT ANY TIME AFTER NOTICE TO THE EMPLOYEE'S IMMEDIATE SUPERVISOR.

(B) EXCEPTION.

(1) IF AN EMPLOYEE IS SCHEDULED TO WORK ON A HOLIDAY OR IS EMPLOYED IN A UNIT THAT PROVIDES A SERVICE CONTINUOUSLY ON A 7-DAY-A-WEEK BASIS, THE EMPLOYEE MAY USE THE 2 DAYS OF ANNUAL LEAVE PROVIDED FOR IN THIS SECTION ONLY AFTER OBTAINING APPROVAL FROM THE EMPLOYEE'S APPOINTING AUTHORITY.

(2) IF THE REQUEST IS MADE TO OBSERVE A RELIGIOUS HOLIDAY, THE APPOINTING AUTHORITY MAY DENY THE REQUEST ONLY IF:

(I) THE EMPLOYEE'S UNIT PROVIDES A SERVICE CONTINUOUSLY ON A 7-DAY-A-WEEK BASIS;

(II) THE DENIAL IS NECESSARY BECAUSE OF A CRITICAL SHORTAGE OF STAFF IN THE UNIT; AND

(III) NO REASONABLE ACCOMMODATION TO THE EMPLOYEE'S REQUEST CAN BE MADE.

(3) IF THE REQUEST IS MADE FOR ANY OTHER REASON, THE APPOINTING AUTHORITY MAY DENY THE REQUEST ONLY IF THE DENIAL IS NECESSARY BECAUSE OF A CRITICAL SHORTAGE OF STAFF IN THE EMPLOYEE'S UNIT.

REVISOR'S NOTE: This section is new language derived without substantive change from former Art. 64A, § 37(a)(1)(ii) and (iii).

This section is revised to clarify that the requirement for "reasonable accommodation" applies only to requests to observe religious holidays. See Ch. 543, Acts of 1988.

In subsection (a) of this section, the former reference to the use of leave days "for religious holiday, inclement weather, or any other purpose whatsoever" is deleted as unnecessary in light of § 7-302(b) of this subtitle.

Defined term: "Appointing authority" § 1-101

7-306. UNUSED ANNUAL LEAVE — ACCUMULATION.

(A) ACCUMULATION AUTHORIZED.

AN EMPLOYEE MAY ACCUMULATE UNUSED ANNUAL LEAVE AND MAY CARRY OVER FROM 1 CALENDAR YEAR TO THE NEXT CALENDAR YEAR UP TO 45 DAYS OF THAT UNUSED ANNUAL LEAVE.