

without loss of time or pay for travel, examination and hearing time only.

- 44-12.3 Each employee shall be granted a maximum of three (3) days leave, without loss of pay, to be used for continuing education as mandated for State certification or professional licenses for continued County employment.

**44-12.4 JURY DUTY LEAVE.**

- (a) Jury Duty and all court time on County business shall be paid on the basis of a regular shift of work.
- (b) The County shall, at the request of the employee, alter an employee's work schedule so that it will coincide with the employee's jury duty obligation.
- (c) For the purposes of this Section, there shall be no obligation on the part of a department head to grant authorized absence for jury duty unless official notification is presented by the requesting employee at least two (2) weeks prior to reporting for ordered jury duty.

**44-13 MILITARY LEAVE.**

- 44-13.1 Leave for Military Duty. Employees shall have the benefits and protections afforded them under applicable State and Federal laws in relation to leave for military duty.

**44-14 ABSENCE - EXTRAORDINARY CIRCUMSTANCES.**

- 44-14.1 In the event of adverse weather conditions that have impaired the use of available transportation facilities, or for other extraordinary circumstances, the County Executive or the County Executive's designated representatives may at the County Executive's or the designated representative's discretion direct an employee, or group of employees either not to report to work, or to leave work. The employee(s) so directed shall be deemed to be absent with pay and shall not be charged for any time and leave credits due to such excused absence.

- 44-14.2 Any employee who is required to remain at work after the County Executive or designated representative has dictated that extraordinary circumstances exist for that particular

geographic area, or location within Nassau County, shall receive equivalent compensatory time off at straight time, hour for hour, as the employees who were sent home or directed not to work.

- 44-14.3 No employee who was previously scheduled off for vacation or reported sick, personal, etc. will be entitled to the additional time off provided for by this Section.
- 44-14.4 Any such release of employees directly or indirectly affected does not create any right to equivalent time off by any other employee or group of employees, not so released.
- 44-14.5 The existence of such extraordinary conditions during the employee's next regular workday, by itself, shall not automatically relieve the employee from work. It shall be the obligation of the employee to communicate with the employee's Department Head to ascertain whether or not the employee must report to work. Such communication by the employee shall be prior to the employee's normal starting time.
- 44-14.6 The County Executive or the County Executive's designated representative's discretion in the administration of Section 42-14 shall not be reviewable.

#### **44-15 CHILD CARE LEAVE.**

- 44-15.1 Child care leave shall be provided without pay or benefits to employees for parenthood. Leave, including any accrued leave entitlements utilized, must commence within one hundred twenty (120) calendar days of the birth of a child parented by the employee, or one hundred twenty (120) calendar days of the adoption by an employee of a child less than five (5) years of age. Such leave shall extend up to one (1) calendar year inclusive of the use of accrued leave entitlements, except that a department or agency head may elect to extend up to one additional calendar year leave of absence (for a total maximum of two (2) calendar years).
- 44-15.2 No more than one marital spouse may be on child care leave at any one time.
- 44-15.3 No employee shall be eligible for Child Care Leave until after the completion of one full year of actual completed service.