

LEAVES

I. PURPOSE: To define the two types of leaves available for a member.

II. LEAVE OF ABSENCE: A member must request any leave of absence lasting more than thirty days. The member will submit a Leave Request form to the S.A.V. Commander. The S.A.V. Commander will approve the request. The Commander will provide a notice of the member's leave to the appropriate Divisions.

III. ADMINISTRATIVE LEAVE: The P.C.S.D. District Commander or the S.A.V. Commander may place a member on Administrative Leave for a maximum of thirty days when it is in the best interest of the organization.