

Proposed UAF Policy: 02.05.011

Revised: November 0 2011



FAIRBANKS

Restricted funds do not allow for payment of administrative leave and individual units will pay administrative leave time from available unrestricted funds.

UAF Marketing and Communications is responsible to disseminate updated information to our

employees will be notified through a variety of channels as implemented by UAF Marketing and Communications.

NON-COMPLIANCE

Non-compliance may result in violation of the Fair Labor Standards Act.

EXCEPTIONS

None

PROCEDURES

Absent conditions requiring the authorization of administrative leave, the following options

schedule to make up time missed due to conditions. Overtime and overtime pay must be approved in advance by the supervisor.

5. Other options as the Chancellor may authorize under circumstances presented.

POLICY APPROVED BY:



Brian D. Rogers, Chancellor
University of Alaska Fairbanks

Signed: 11/9/2011