



DODGE COUNTY POLICIES AND PROCEDURES

Policy # 213	Approval Date: 8/5/2014
Policy Title Military Leave	Effective Date: 8/5/2014
	Revision Date(s): 1/1/2020

Leaves of absence without pay will be automatically granted for all full time employees who are called or volunteer for military service providing that an application for re-employment is made within the time period specified under state or federal law or regulation.

Employees who do not return from any leave of absence on the return-to-work date or within the time period specified under state or federal law or regulation are considered to have voluntarily terminated. Any extension of a leave (i.e. new leave) that specifically states a return-to-work date must be approved prior to the return-to-work date of the original leave.

Dodge County will comply with all State and Federal laws and regulations relating to employment rights of persons in military service, including s.63.06, Wis. Stats., and 20 CFR 1002 (USERRA).

An employee who is on Military will have their benefits pro-rated based on hours worked except for vacation.