

25 NCAC 01E .1103 EMPLOYEE RESPONSIBILITY

The employee shall apply in writing to his supervisor for leave without pay. The employee is obligated to return to duty within or at the end of the time granted. If the employee will not return to work, the agency should be notified immediately. At least 30 days prior to the end of the leave the employee shall give written notice of intention to return to work; otherwise, the employer is not required to provide such reinstatement but may do so if feasible. Failure to report at the expiration of a leave of absence, unless an extension has been requested, may be considered as a resignation.

History Note: *Authority G.S. 126-4;*
 Eff. February 1, 1976;
 Amended Eff. December 1, 1988; June 1, 1982; December 1, 1978;
 Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. October 4,
 2016.