

		LEAVE	
	Question	Answer	OPM URL
1	What are the leave and work scheduling flexibilities available for adoption?		http://www.opm.gov/policy-data-oversight/pay-leave/leave-administration/fact-sheets/sick-leave-for-adoption/
			http://www.opm.gov/policy-data-oversight/pay-leave/leave-administration/fact-sheets/leave-and-work-scheduling-flexibilities-available-for-adoption/
2	Are paid leave hours (e.g., annual leave, sick leave, or excused absence while receiving injury compensation) creditable toward the completion of a service agreement? What about time in a leave without pay status, including military leave without pay [LWOP] status?	<p>Under 5 CFR 575.310(e), agencies may address the extent to which periods of time in a nonpay status (excluding military leave without pay) or in a paid leave status (or paid time off status) are creditable toward the completion of a retention incentive service period.</p> <p>An employee who is absent because of uniformed service is generally entitled upon reemployment to be treated as though he or she had never left. (See 5 CFR 353.107.) This means that a person who is reemployed following uniformed service receives credit for the entire period of the absence for the purpose of rights and benefits based upon seniority and length of service, including within-grade increases, career tenure, completion of probation, leave rate accrual, and severance pay. Therefore, the period of military LWOP is creditable toward the completion of a retention service period.</p>	http://www.opm.gov/faqs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=30679b79-1176-4dd4-b9e5-e28b1c0f82c0&result=1
3	Can forfeited annual leave be restored?	Agencies may restore annual leave that was forfeited because it was in excess of the maximum leave ceilings (i.e., 30, 45, or 90 days) if the leave was forfeited because of—	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=71b52097-3138-4db6-aea2-e6d3af7c8221&result=1
		1. an administrative error;	
		2. an exigency of the public business; or	
		3. sickness of the employee	
4	What are the time limits for using restored leave?	In most cases, restored annual leave must be scheduled and used not later than the end of the leave year ending 2 years after --	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=ca77dddc-c600-4e38-8c0d-c17ed8a76d36&result=1

		the date of restoration of the annual leave forfeited because of administrative error;	
		the date fixed by the head of the agency or designee as the date of termination of the exigency of the public business; or	
		the date the employee is determined to be recovered and able to return to duty.	
5	Can I substitute paid leave for leave under the Family and Medical Leave Act (FMLA)?		http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=3d0fc616-94e0-4bd4-869a-22e39d4c7725&result=1
6	How is the use of military leave affected by employment in two part-time positions?		http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=ae5b7366-41f0-463a-9ca8-233741fc1c88&result=1
		Military leave is available to full-time and "part-time career" (PTC) employees only. Normally, PTC employees must work between 16 and 32 hours per workweek (5 U.S.C. 3401(2)). When an employee...	
7	Where can I find information and guidance on the leave available to employees called to jury duty (i.e., court leave)?	For information and guidance on court leave, which is available to employees called to jury duty, please see the Court Leave fact sheet.	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=aa b31553-bffd-4331-ae31-1d0c67de4936&result=1
8	Can restored leave that is not used within the established time limits be restored a second time?	No. The Comptroller General has ruled consistently that if restored leave is forfeited again, there is no legal authority for its further restoration. Any restored leave unused at the expiration...	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=a4b8faae-0ead-413b-86e8-cb717b44d3b6&result=1
9	How much leave can I take each year under the Family and Medical Leave Act (FMLA)?	You are entitled to a total of up to 12 workweeks of unpaid leave during any 12-month period (not necessarily a calendar year or leave year). The 12-month period begins on the...	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=176850a0-0616-4d57-8691-51b27f919dcd&result=1

10	Can an employee receive donated annual leave under the Federal leave transfer and leave bank programs if he or she has filed a claim for disability retirement?	Yes. An employee may apply for and receive donated annual leave while their application for disability retirement is being processed. Under the Federal leave transfer and leave bank programs, an...	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=5cbb0576-6746-4056-9ded-f4e305e6f2fd&result=1
11	Where can I find information and guidance on the voluntary leave transfer program?	For information and guidance on the voluntary leave transfer program, see the Voluntary Leave Transfer Program fact sheet.	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=1c5bf5a44-35b2-4111-8f0d-38361562fa89&result=1
12	Under what circumstances can annual leave which is forfeited be restored?	Agencies may restore annual leave that was forfeited because it was in excess of the maximum leave ceilings (i.e., 30, 45, or 90 days) if the leave was forfeited because...	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=390fd5ae5-f4b3-4cbe-b643-07737cc21e10&result=1
13	What justification is required to use leave under the Family and Medical Leave Act (FMLA)?	You may be required to provide advance leave notice and medical certification. Ordinarily, you must provide 30 days advance notice when the need for leave is foreseeable. If the need for leave...	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=d3a39357-d7fc-4da3-b3dc-6effa3a87c63&result=1
14	Can I substitute paid leave for leave under the Family and Medical Leave Act (FMLA)?	You may elect (but the agency may not require you) to substitute advanced, accrued or accumulated annual and/or sick leave, or annual leave donated under the voluntary leave transfer or...	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=3d0fc616-94e0-4bd4-869a-22e39d4c7725&result=1
15	Where can I find information and guidance on the leave available to employees called to jury duty (i.e., court leave)?	For information and guidance on court leave, which is available to employees called to jury duty, please see the Court Leave fact sheet.	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=aa3b31553-bffd-4331-ae31-1d0c67de4936&result=1

16	Where can I find information and guidance on the voluntary leave transfer program?	For information and guidance on the voluntary leave transfer program, see the Voluntary Leave Transfer Program fact sheet.	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=1cbf5a44-35b2-4111-8f0d-38361562fa89&result=1
17	What family members can I take sick leave for, or leave under the Voluntary Leave Transfer Program, Voluntary Leave Bank Program, or Emergency Leave Transfer Program?	See our Definitions Related to Family Member and Immediate Relative fact sheet at http://www.opm.gov/oca/leave/HTML/FamilyDefs.asp .	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=db17731f-8bed-4672-872d-75da7fa23930&result=1
18	I will be undergoing a procedure that involves the removal of my bone marrow for future use in my own medical treatment. May I use Bone Marrow/Organ Donation leave for those days that I am absent from work for the removal of my bone marrow?		http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=5a477667-cd41-4f50-aa87-83fed159b7ae&result=1
19	What are bone marrow or organ donor leave?	See the bone marrow or organ donor leave fact sheet at - http://www.opm.gov/oca/leave/html/DONOR.asp	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=4ad2db26-a894-48a2-a4c3-0519eea7b8ab&result=1
20	As an HR professional, what should I do with regard to reservist differential if the military orders do not cite the specific authority?	If the orders do not cite a specific authority, direct the employees back to their reserve unit to ask for orders that clearly state the authority code. Employees should also...	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=10cf7d8a-22cd-48b9-948c-33b1394f646f&result=1
21	May an employee on active duty or active/inactive duty training choose to use annual leave, military leave, earned compensatory time off for travel, or sick leave intermittently with leave without pay (LWOP) each	Yes. OPM's regulations at 5 CFR 353.208 implementing the Uniformed Service Employment and Reemployment Rights Act (USERRA) state that an employee performing service with the uniformed services must be permitted,...	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=74e869e0-f8fd-417c-89d9-64c566d4ff76&result=1

	pay period?		
22	What is meant by "against equity and good conscience"?	Agencies are responsible for making their own determination regarding what this term means. In doing so, agencies should take into account consistency, fairness, and the cost to taxpayers of recovering...	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=6bded3d7-d2c2-4ecd-8d78-4340c4391e69&result=1
23	What are the leave and work scheduling flexibilities available for adoption?	See our fact sheets on Sick Leave for Adoption at http://www.opm.gov/oca/leave/html/skadpt.asp and Leave and Work Scheduling Flexibilities Available for Adoption at - http://www.opm.gov/oca/leave/html/adoptionfs.asp	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=aa4d4d4-b20a-41f0-a9a9-78c7dc7d115d&result=1
24	Are paid leave hours (e.g., annual leave, sick leave, or excused absence while receiving injury compensation) creditable toward the completion of a service agreement? What about time in a leave without pay status, including military leave without pay [LWOP] status?	Under 5 CFR 575.310(e), agencies may address the extent to which periods of time in a nonpay status (excluding military leave without pay) or in a paid leave status (or...	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=30679b79-1176-4dd4-b9e5-e28b1c0f82c0&result=1
25	What are credit hours?	See the credit hours fact sheet at – http://www.opm.gov/oca/WORKSCH/HTML/Cred_hrs.asp	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=b4acd005-e7bf-420f-b9c1-c99e486a91b5&result=1
26	Can forfeited annual leave be restored?	Agencies may restore annual leave that was forfeited because it was in excess of the maximum leave ceilings (i.e., 30, 45, or 90 days) if the leave was forfeited because of— ...	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=71b52097-3138-4db6-aea2-e6d3af7c8221&result=1

27	What are the time limits for using restored leave?	In most cases, restored annual leave must be scheduled and used not later than the end of the leave year ending 2 years after -- the date...	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=ca77dddc-c600-4e38-8c0d-c17ed8a76d36&result=1
28	What is annual leave?	See the annual leave fact sheet at - http://www.opm.gov/oca/leave/HTML/ANNUAL.asp	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=3e17db1c-64ca-4851-af60-7013c14b32cd&result=1
29	What leave and work scheduling options are available to me if I want to perform volunteer work?	For information on the leave and work scheduling options available to employees who wish to perform volunteer work, see the Volunteer Activities fact sheet.	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=fe324544-df17-4059-b9b5-552f85462cfa&result=1
30	Can I substitute paid leave for leave under the Family and Medical Leave Act (FMLA)?		http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=3d0fc616-94e0-4bd4-869a-22e39d4c7725&result=1
31	I would like to invoke my entitlement to leave under the Family and Medical Leave Act in order to stay home and take care of my 2-month old daughter. May I substitute any of my annual and sick leave for the unpaid leave?		http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=2620b0aa-8a6a-456a-8fc8-aba5938020a2&result=1
32	What is compensatory time off?		http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=461dfd76-ae75-41f6-b24c-dc43e1b82c85&result=1

33	What is compensatory time off for travel?		http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=7cb419f8-79f0-4ca6-955b-b7034adb0fe8&result=1
34	When are employees eligible for an additional 22 days of military leave?		http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=9cd4638e-118b-499f-b52e-2a2cd3adaff9&result=1
35	Where can I find information on what circumstances entitle an employee to leave without pay (LWOP)?		http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=3adfcbf7-c0f5-4f1d-96c0-db9f03dce5cf&result=1
36	What are my appeal rights under the Family and Medical Leave Act?		http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=780a176f-e44b-45ae-ac7b-83aba90969d3&result=1
37	Where can I find information on how a period of leave without pay (LWOP) may affect my benefits?		http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=21cc9c25-18e6-46e2-9d63-32b2646a445f&result=1
38	Where can I find information and guidance on the leave options available to employees for funerals and bereavement?		http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=b60aa898-b893-4418-b5ec-5b082d8fb98f&result=1

39	Where can I find information on the five days of excused absence for returning reservists?		http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=bd2ccca-2365-4f61-8aee-801af9ae68b4&result=1
40	What are the required waiting periods for WGI, and when do the WGI waiting periods begin?		http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=267d9271-939d-4603-bb4b-a36304b189a5&result=1
41	My supervisor placed me on leave restriction 3 months ago and said I must call him at least 2 hours before the beginning of my shift if I cannot be at work that day. In addition, I must provide medical documentation for each unscheduled absence. Earlier this month I hurt my back, and my doctor certified that my condition qualifies as a chronic serious health condition under the Family and Medical Leave Act. My agency agreed to give me intermittent leave under the FMLA, but my supervisor says I must still follow the conditions of the letter of restriction. Is this legal?		http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=608a71cc-acd0-4a73-b352-795432dd322d&result=1
42	Where can I find information and guidance on the voluntary leave bank program?		http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=5359485d-0560-4c5c-9ef6-7241acc67386&result=1

43	May agencies grant excused absence to employees who were on travel (personal or official Government travel) during an emergency and who were prevented from returning to work during that week due to travel restrictions?		http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=46d6c705-1162-4476-a512-38d392e89d02&result=1
44	am on leave without pay (LWOP), but not on Workers' Compensation. If I die, what salary will the Office of Federal Employees' Group Life Insurance (OFEGLI) use to compute the death benefit?		http://www.opm.gov/FAQs/QA.aspx?fid=fd635746-de0a-4dd7-997d-b5706a0fd8d2&pid=a29ab76a-8cc6-498f-9511-8f628ade58bc&result=1
45	What types of leave may I take to care for the medical needs or death of my same-sex domestic partner, the children of my same-sex domestic partner, or other relatives of my same-sex domestic partner?		http://www.opm.gov/FAQs/QA.aspx?fid=3f64bd3d-1107-44e7-9962-c8b652848f14&pid=08993e9e-3e2f-4b93-92bf-ac442afddf38&result=1
46	Are employees entitled to both their military and civilian pay during periods of military leave taken under 5 U.S.C. 6323(b) in support of civil authorities or of the national emergency?		http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=ee11ac94-f109-4a07-bc46-dd09f862abc5&result=1
47	For what purposes can leave be taken under the Family and Medical Leave Act (FMLA)?		http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=65feb75-312d-4897-914b-a8ff9daf58bd&result=1
48	My agency does not believe I am at risk for anthrax exposure, but I am nervous and want to be tested. May I be granted excused absence?		http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=2ee8640c-49af-469e-abea-485fe3a853e6&result=1

49	What job benefits and protections are provided under the Family and Medical Leave Act (FMLA)?		http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=03a94d48-d95a-4428-b031-8d3f1a3dfcf2&result=1
50	What are lump sum payments for annual leave?		http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=7a003031-4510-4dbd-928c-c757cd27f29a&result=1
51	Where can I find information and guidance on family medical leave (FMLA leave)?		http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=e5fed232-410e-4849-823a-88f8c21f2c26&result=1
52	Where can I find information and guidance on the leave and work scheduling flexibilities available for childbirth or adoption?	For information and guidance on the leave and work scheduling flexibilities available for childbirth or adoption, see our Leave and Work Scheduling Flexibilities Available for Childbirth and Leave and Work...	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=d7e388a7-735a-49fb-9ee1-ee70d0149744&result=1
53	May I use sick leave to take a family member to a medical appointment?	The intent of OPM's regulations governing the use of sick leave for family care is to allow an employee to provide physical care and other assistance to a family member,...	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=655f287f-39fa-403e-a6e3-126721e683e8&result=1
54	May I use sick leave to take a family member for testing or treatment for potential exposure to anthrax?	Yes. An employee may use his or her sick leave, annual leave, or leave without pay to provide care for a family member receiving a medical examination or treatment for...	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=2ddbfb8e-5bbb-45ff-bb43-3e1f56f11cda&result=1
55	When the Federal Government announces an "unscheduled leave policy" due to adverse weather conditions, do agencies have discretion to grant excused absence to employees who arrive late for work?	Yes. Each agency has discretionary authority to determine when it is appropriate to grant a reasonable amount of excused absence to employees who are unavoidably delayed in arriving for work....	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=0f29b598-7418-4e57-8a4c-ac5d51f2adb0&result=1

56	We have an employee who has been on military leave without pay (LWOP-US) since October 2001. He is requesting to be paid for his 15 days of military leave for the new fiscal year. Is he entitled to this?		http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=5271901f-bc6a-4475-b116-02a8c88ff08b&result=1
57	What amount of sick leave may I use for adoption-related purposes? Is the amount limited to 13 days as it is for other family care purposes?	There is no limitation on the amount of sick leave an employee may use for adoption-related purposes. The amount of sick leave taken for adoption-related activities is not limited to...	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=9f7c2b9c-2180-4f28-af59-c1fbedd4ca24&result=1
58	What kinds of personnel actions should an agency process when an employee is using annual leave, military leave, earned compensatory time off for travel, sick leave, and/or leave without pay while performing duties with the uniformed services?	Agencies do not need to process any personnel actions (SF 50s) for periods of annual leave, military leave, earned compensatory time off for travel, or sick leave since the payroll...	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=13d8a567-50d8-4ad7-ba8d-6eda764f876d&result=1
59	If an individual is employed concurrently in two part-time Federal jobs, how is leave earned and used?	A part-time employee earns annual leave and sick leave on a pro-rata basis. (See 5 CFR 630.303 and 630.406.) Therefore, an employee who works concurrently in two part-time Federal positions earns...	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=7eec5c94-089a-40c2-a57c-16737e962e6e&result=1
60	Will I get paid for my unused annual leave?	You can be paid for any unused annual leave you hold at retirement.	http://www.opm.gov/FAQs/QA.aspx?fid=735eda40-61a8-45df-b6ad-47185f4c91a5&pid=1f3745bc-c721-44eb-8e75-09603f479d34&result=1
61	What is the emergency leaved transfer program?		http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=3a73e06c-23bc-4053-9a22-f4ad9a54591f&result=1

62	If an employee is a non-pay status, does that time count toward completion of the required service period?		http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=446d4cf8-045c-4b23-b5a4-ac01f0166d0b&result=1
63	Under what circumstances can a potential hire receive an enhanced annual leave accrual rate?		http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=506413d1-2929-4447-bb8f-04509f64ae2b&result=1
64	Can employees on approved annual or sick leave be held to a work performance standard in their performance appraisal?	No. Periods of leave without pay, or other periods during which an employee is not in a pay status, do not count toward completion of the required service period. However, as provided by 5 CFR 353.107, absence because of uniformed service or compensable injury is considered creditable toward the required service period upon reemployment. (See 5 CFR 537.107(b).)	http://www.opm.gov/FAQs/QA.aspx?fid=4fbd9ea9-ec55-4a3e-b92c-f6b35e148227&pid=dcea1979-85d1-4cc5-9913-59867b96e949&result=1
65	May I take 24 hours of leave without pay (LWOP) for school and early childhood educational activities, routine family medical purposes, and elderly relatives' health or care needs, of children and elderly relatives of my same-sex domestic partner?	Yes. In 1997, President Clinton established the 24-hour LWOP policy to encourage Federal agencies to make 24 hours of unpaid leave available to Federal employees for these three family support...	http://www.opm.gov/FAQs/QA.aspx?fid=3f64bd3d-1107-44e7-9962-c8b652848f14&pid=4e351585-b4be-429f-9c76-0a677888ab82&result=1
66	If my employee asks for leave during the opportunity period, do I have to grant it?	Generally, annual leave and leave without pay are discretionary based on the needs of the office and could be denied based on the importance of focusing on improving performance in the time...	http://www.opm.gov/FAQs/QA.aspx?fid=04f950a7-07bf-4000-9280-e313e30e548a&pid=bc845bc9-f80d-4fcb-be97-7db90d3c5beb&result=1
67	Are students eligible for annual and sick leave?	Yes. Students in both programs earn annual and sick leave. See 5 CFR § 213.3202(a)(13)(i) and 213.3202(b)(16)(i).	http://www.opm.gov/FAQs/QA.aspx?fid=de14aff4-4f77-4e17-afaa-fa109430fc7b&pid=87ba2ab3-c696-4382-80dc-d3af4aed2e1d&result=1

68	If an agency approves a training course that takes place while an employee has scheduled annual leave, does the employee need to come off annual leave status to attend the training; or can they attend an agency approved training while on annual leave?		http://www.opm.gov/FAQs/QA.aspx?fid=f4d32b0e-ecaa-409c-a1ae-c08516acc3a3&pid=61582d4a-1fb2-46c1-981a-f68c6e7964c2&result=1
69	Now that I am a Federal employee, how do I get credit for my military service time for leave accrual?	You can locate information about creditable military service time for leave accrual within the Creditable Service for Leave Accrual section on the OPM website at: http://www.opm.gov/oca/leave/html/annual.asp	http://www.opm.gov/FAQs/QA.aspx?fid=a9a3f49e-901d-42e1-a720-442a0393c6df&pid=1771a198-079c-4f7a-b202-dd3680eb1bbb&result=1
70	Can an employee pay for training and complete the training, if approved by the Supervisor, during normal work hours? Or, since the employee paid for the training does the employee need to use their Annual Leave to complete the training?	If an employee pays for training that occurs during work hours, the employee may either: (1) Request the supervisor consider the time in training as "hours of work" (5 CFR...	http://www.opm.gov/FAQs/QA.aspx?fid=f4d32b0e-ecaa-409c-a1ae-c08516acc3a3&pid=12d55a056c890&result=1
71	if someone is retiring in the middle of the Pay period, does that person still accrued annual leave even if he only works for 40 hrs or less? for example this person accrued 6 hrs every PPD	No, leave is only accrued if you work the full pay period.	http://www.opm.gov/FAQs/QA.aspx?fid=735eda40-61a8-45df-b6ad-47185f4c91a5&pid=0ae144ee-4487-4213-9715-f6d6e418596a&result=1
72	Where can I find the regulations and requirements for determining eligibility for retirement? I had 4 1/2 months of Leave without Pay (LWOP) in 1997 and 4 1/2 months of LWOP in 1998 and I want to know if this will affect my retirement eligibility date.	You can find information regarding retirement eligibility at www.opm.gov/retire . Generally, you can receive credit for up to 6 months of leave without pay in any calendar year.	
73	How do I count LWOP when determining the 12 months coverage for FEGLI?	Your insurance continues automatically for the first 12 months of nonpay status. If you return to pay status for a period of four consecutive months or more, you start a...	http://www.opm.gov/FAQs/QA.aspx?fid=fd635746-de0a-4dd7-997d-b5706a0fd8d2&pid=b8e43636-254d-485b-a511-8d08e885a2f6&result=1

			1
74	In certain circumstances, entering or returning from a period of unpaid leave (leave without pay, or LWOP) by you, your spouse or covered dependent may constitute a qualifying life event. If you are entering a period of LWOP (more than 31 days) you will have the option to terminate or continue your FEHB coverage. If you elect to continue your FEHB coverage, you must choose one of the options available to pay your share of the premium. These are the "Pay-as-you-go", and "Catch-up" options. In addition, under the IRS rules your agency may, but is not required to, offer a Prepay option.		http://www.opm.gov/FAQs/QA.aspx?fid=fd635746-de0a-4dd7-997d-b5706a0fd8d2&pid=a59a99b9-7a16-4d25-b7f6-327e3a19dcae&result=1
75	Can an agency grant time off for fitness activities?		http://www.opm.gov/FAQs/QA.aspx?fid=4313c618-a96e-4c8e-b078-1f76912a10d9&pid=9b9f7c5e-140a-4519-9ff0-4bc6cfb448e5&result=1
76	Will unused sick leave be used in the computation of the Phased Retirement annuity? How will unused sick leave be treated after Phased Retirement and when the employee enters full retirement status?	No unused sick leave can be used in the computation of the Phased Retirement annuity. However, at full retirement the unused sick leave will be taken into account. While the...	http://www.opm.gov/FAQs/QA.aspx?fid=735eda40-61a8-45df-b6ad-47185f4c91a5&pid=95420cf3-1381-4b15-8192-6c45d3503343&result=1
77	I forfeited sick leave in 1991 when I returned to Federal employment after a break in service of more than 3 years. Can I now have that sick leave recredited in light of OPM's new sick leave regulations, which remove the 3-year break-in-service limitation?	Previously, OPM's regulations in 5 CFR 630.502(b) provided that an employee was entitled to a recredit of sick leave if he or she was reemployed in another Federal position within 3 years after separation. On December 2, 1994, OPM issued final regulations that removed the 3-year break-in-service limitation on the recredit of sick leave for former employees who are reemployed on or after December 2, 1994. Sick leave may not be recredited to employees who were reemployed in the Federal service before December 2, 1994, and who previously forfeited sick leave under the former rule.	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=d6531ae3-0ab4-425c-90dd-89e8252c1e93&result=1

78	Where can I find information and guidance on sick leave?	For information and guidance on sick leave, see the following fact sheets--	http://www.opm.gov/FAQs/QA.aspx?fid=e64d74ab-20a3-484c-8682-d2a2b46c22da&pid=9849637a-24a8-4240-b35a-a67b096b75b1&result=1
		Sick Leave (General Information)	
		Sick Leave for Personal Medical Needs	
		Sick Leave for Family Care and Bereavement	
		Sick Leave to Care for a Family Member with a Serious Health Condition	
		Sick Leave for Adoption	
		Definitions Related to Family Member and Immediate Relative	