

CP 2-3: Direct Grant of Sick Leave

COLLEGE PROCEDURES CP 2-3

APPROVED: November 25, 2013

EFFECTIVE: November 25, 2013

REFERENCES: BP 2-3

To make a direct grant of your personal sick leave to another employee, obtain the appropriate form from the Executive Director of Business and Finance, complete and sign Section I of the form, and return the form to the Executive Director of Business and Finance.

SCOPE These procedures apply to Dawson Community College.

History: 3/27/1989