

## Office of Personnel Management

### Policy

<b>Policy Title:</b> Military Leave of Absence—Compensation for Substitute Employee	<b>Policy Number:</b> 20.23
<b>Citation:</b> Arkansas Code Annotated §§ 21-4-311 and 312	<b>Forms:</b> None

### Specific Provisions

Should any person appointed to fill the office or perform the duties of an employee to whom a military leave of absence has been granted die, resign, or in any manner or for any cause vacate the office or position to which he or she was appointed, the Governor, or person whose duty it would be to fill the office or position if a vacancy should occur, shall select and appoint a capable and competent person to perform the duties of the office or position until the term of office or employment expires or until the official or employee appears for the purpose of resuming the office or position. The appointment shall expire upon the expiration of the term of the office or employment of the employee for the purpose of the resumption of his or her duties.

The deputies or other persons appointed to fill the office or position of the official or employee during a leave of absence under the provisions of this subchapter shall receive the same compensation and shall be paid in the same manner as the official or employee whose duties he or she assumes.

During the time any official or employee is absent from his or her office or position on a leave of absence granted under the provisions of this subchapter, he or she shall not be entitled to compensation.

January 13, 2011