

**OCTOBER 20, 2023 PERSONNEL MANUAL UPDATE
SUMMARY OF REVISIONS**

EXECUTIVE DIRECTIVE:

PD-46 (rev. 9), “Medical and Parental Leave”

- Extensively reformatted and reorganized all Personnel Directives.
- Updated Authority Section.
- Replaced “Employee Services” with Support Department and revised “Leaves Program Area” to “Leaves Management area” throughout the policy.
- Definitions Section: Added definition for Paid Parental Leave.
- Part A: Revised title to include paid parental leave.
- Part A, Section I.C: Added language to address paid parental leave in accordance with SB 222.
- Part A, Section I.H: Added language to include tobacco premiums.
- References to all relevant attachments have been removed, deleted from the policy, and replaced with new Part I to list current forms as a hyperlink.
- Grammatical updates were made.