

SUPERIOR COURT OF GUAM

RULE 8.30.11 OF THE PERSONNEL RULES AND REGULATIONS

LEAVE POLICY FOR GOODWILL PURPOSES

By order of the Judicial Council of Guam, and in keeping with the leave policies delineated in the Personnel Rules and Regulations for the Superior Court of Guam:

Effective immediately, court employees wishing to participate in "goodwill events," such as sport, academic or any other competition which does not bear upon their responsibility to the Superior Court of Guam, will be required to request annual leave for purposes of competing in such events.

In cases to be determined at the discretion of the Administrative Director, and only where the employee is a player participant, a team manager or coach, the Director may grant administrative leave with pay if the court employee has exhausted his/her accrued annual leave. But in no case shall the Director grant administrative leave in excess of eighty (80) hours in any given fiscal year.

In the event that the employee has exhausted his/her annual leave and the allotted 80 hours administrative leave, the employee may request leave without pay for the remainder of the term of event. The granting of leave without pay remains at the discretion of the Administrative Director of the Court.