From:	Corbett, Krysti
To:	O"Grady, John; Morrison, Denise; Tim Seidman; McBride, William; Mills, Lesley; Pitchford, Ann; Sims, Mark; Oliver, Leah
Cc:	Coryell, Mark; Patterson, Nicole; Hunt, Loretta; McNeal, Detha; Cunningham, Bisa
Subject:	NOTICE: EPA Emergency Leave Transfer Program
Date:	Friday, October 6, 2017 10:29:00 AM
Attachments:	EPA ELTP HR Bulletin.pdf OPM Attachment 1.pdf OPM Attachment 2.pdf OPM Attachment 3.pdf

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All,

In accordance with 5 USC § 6391, the U.S. Office of Personnel Management (OPM) has determined that the establishment of an emergency leave transfer program (ELTP) is warranted for federal employees adversely affected by Hurricanes Harvey, Irma and Maria (*see* OPM Attachments 1-3). The ELTP provides for the transfer of annual leave to employees adversely affected by the recent hurricanes, and future disasters or emergencies, as declared by the President. Agencies are responsible for administering the ELTP for their own affected employees, in accordance with procedures prescribed under 5 CFR 630, Subpart K.

The attached HR Bulletin establishes EPA's policy for administering the ELTP. Currently, EPA has employees in Regions 2 and 6 who were impacted by the recent hurricanes, and may be eligible for donated leave under the ELTP.

The Office of Human Resources in OARM has scheduled a briefing to discuss the ELTP on Thursday, October 12, 2017 at 2:00PM ET. A calendar invite will follow.

Please contact Nicole Patterson (LERD) if you have any questions. She can be reached at (202) 564-4839 or patterson.nicole@epa.gov.

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