

## **2.15 MILITARY LEAVE/MILITARY FAMILY LEAVE**

Employees who enter or serve in the Armed Forces of the United States (including the military reserves), who are called to active duty or mandatory training will be granted a leave of absence without pay in accordance with Federal and State laws, including the Uniformed Services Employment and Reemployment Rights Act (USERRA), and Oregon law providing for same (HB 3256). In addition, employees whose spouse or domestic partner is called to active duty are eligible for leave under the Oregon Military Family Leave Act (OMFLA), as well as 2008 amendments of FMLA providing for such leave.

The length of the leave will be for the period of time in which their employment status is protected by law. Upon their return, they will be reinstated as provided under federal and state law. An employee who is called, or whose spouse or domestic partner is called, to military duty, or returns from active duty military service, should provide a written notice of need for leave and a copy of the military orders, when available, to their immediate supervisor, or in the case of faculty, the Dean's office, as soon as he/she learns of the assignment or other military exigency (or leave). These documents should also be copied to the Human Resources office for assessment and application of benefit and compensation continuity provisions, if applicable.

During Military Leave related to the employee's own military service, employees have the right to health and dental benefit continuation for up to 31 days as if they had not taken leave. After 31 days, employees on Military Leave may continue benefits on the same terms as other employees for as long as compensation continues to be paid by the University, or through COBRA continuation. See Policy governing "Statutory Benefits" under the "Benefits" section of your applicable policy manual for information concerning COBRA continuation. See policies concerning "Leaves of Absence" in your applicable policy manual for information concerning salary continuation provisions that may be available during Military Leaves of Absence.