

# An Act

ENROLLED SENATE  
BILL NO. 932

By: Simpson and Pittman of the  
Senate

and

Hardin of the House

An Act relating to veterans and military; authorizing administrative leave for certain employees for volunteer service; specifying criteria for leave; providing time limitation; directing the Executive Director to establish certain guidelines; amending 44 O.S. 2011, Section 21.1, which relates to Military Department personnel; authorizing administrative leave for certain employees for volunteer service; specifying criteria for leave; providing time limitation; directing the Adjutant General to establish certain guidelines; providing for codification; and providing an effective date.

SUBJECT: Administrative leave

BE IT ENACTED BY THE PEOPLE OF THE STATE OF OKLAHOMA:

SECTION 1. NEW LAW A new section of law to be codified in the Oklahoma Statutes as Section 450 of Title 72, unless there is created a duplication in numbering, reads as follows:

A. Any employee of the Oklahoma Department of Veterans Affairs may be granted administrative leave with pay for volunteer service activities, under such terms and limitations as the Executive Director may establish, in service to veterans or dependents of

veterans in the State of Oklahoma, which activities meet one or more of the following criteria:

1. The activity is directly related to the Department's mission;
2. The activity is sponsored or sanctioned by or in partnership with the Department; or
3. The activity will enhance the development or skills of the employee in his or her current position.

B. Leave shall be as brief as permitted under the circumstances and shall not support an activity otherwise prohibited by law while in a duty status.

C. The Executive Director shall establish guidelines for approval of administrative leave for volunteer service authorized hereunder which balances the Department's goals and operations and ensures that each is conducted efficiently and effectively.

SECTION 2. AMENDATORY 44 O.S. 2011, Section 21.1, is amended to read as follows:

Section 21.1 A. Personnel appointed as state employees in the Military Department shall be in the unclassified service of the state. The Adjutant General may grant leave to state civilian employees consistent with the rules governing the federal workforce in support of the National Guard.

B. Any employee of the Military Department of the State of Oklahoma may be granted administrative leave with pay for volunteer service activities, under such terms and limitations as the Adjutant General may establish, in service that meets one or more of the following criteria:

1. The activity is directly related to the Department's mission;
2. The activity is sponsored or sanctioned by or in partnership with the Department; or

3. The activity will enhance the development or skills of the employee in his or her current position.

C. Leave granted pursuant to subsection B of this section shall be as brief as permitted under the circumstances and shall not support an activity otherwise prohibited by law while in a duty status.

D. The Adjutant General shall establish guidelines for approval of administrative leave for volunteer service authorized pursuant to subsection B of this section which balances the Department's goals and operations and ensures that each is conducted efficiently and effectively.

SECTION 3. This act shall become effective November 1, 2018.

Passed the Senate the 25th day of April, 2018.

\_\_\_\_\_  
Presiding Officer of the Senate

Passed the House of Representatives the 17th day of April, 2018.

\_\_\_\_\_  
Presiding Officer of the House  
of Representatives

OFFICE OF THE GOVERNOR

Received by the Office of the Governor this \_\_\_\_\_

day of \_\_\_\_\_, 20\_\_\_\_\_, at \_\_\_\_\_ o'clock \_\_\_\_\_ M.

By: \_\_\_\_\_

Approved by the Governor of the State of Oklahoma this \_\_\_\_\_

day of \_\_\_\_\_, 20\_\_\_\_\_, at \_\_\_\_\_ o'clock \_\_\_\_\_ M.

\_\_\_\_\_  
Governor of the State of Oklahoma

OFFICE OF THE SECRETARY OF STATE

Received by the Office of the Secretary of State this \_\_\_\_\_

day of \_\_\_\_\_, 20\_\_\_\_\_, at \_\_\_\_\_ o'clock \_\_\_\_\_ M.

By: \_\_\_\_\_