



STATE OF CONNECTICUT

OFFICE OF POLICY AND MANAGEMENT

Office of Labor Relations

November 26, 2014

General Notice No. 2014-16

TO: Labor Relations Designees

SUBJECT: November 26, 2014 Anticipated Snow Storm

EARLY RELEASE

On Tuesday, November 25, 2014, Governor Malloy authorized release of non-essential State employees at 12:30 p.m. due to the impending storm. On Wednesday, November 26, 2014, Governor Malloy authorized non-essential State employees who work on the second shift not to report for work.

Consistent with past practice, contractual and statutory provisions, you are reminded of the following:

1. Non-essential employees working on November 26, 2014 who were released early at 12:30 p.m. are to be coded "LWGOV" for the hours following departure from work through the end of the employees scheduled work day. Essential employees will be paid in accordance with contractual and statutory provisions and are not eligible for compensatory time off unless specifically provided in their collective bargaining agreement. Non-essential employees scheduled to work on the second shift on November 26, 2014 shall code their time as "LWGOV" for their scheduled work hours.
2. Employees who were not scheduled to work November 26, 2014 or who did not come to work or departed prior to 12:30 p.m. are not covered by the Governor's action.
3. Employees absent because of illness, scheduled vacation, personal leave, or other earned time shall have the appropriate leave balance charged and are not eligible for "LWGOV" time. Employees on a leave of absence without pay (including voluntary leave), scheduled day off or pass day shall not be eligible for "LWGOV" time.
4. The Governor's actions only affected State employees who work on day and second shift operations and did not impact employees who work on the third shift as those operations were not delayed or closed. Essential second shift employees who are covered by the 1199 contract should be paid in accordance with Memorandum of Understanding 22 contained in the 2009-2012 contract booklet (as extended).
5. Employee questions about this notice should be addressed to the Agency's Human Resources office. Agency Labor Relations Designees with questions may contact the Office of Labor Relations at 418-6447.

Linda J. Yelmini

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Director of Labor Relations