

Assassination Records Review Board

1. Employees who used sick leave for family care or bereavement purposes were evenly distributed between the Senior Staff, Professional Staff, and Support Staff. ARRB employees are in the excepted service and pay is agency determined. As a result, the ARRB does not have grade levels for its employees.
2. We believe that the use of sick leave for family care or bereavement purposes has suited the needs of our employees. However, we are a short term agency and therefore our staff members do not have large leave balances. The current limitations on the use of family/bereavement sick leave could prove prohibitive in the case of a long term illness.
3. The ARRB became fully staffed in mid-1995. Therefore we have no previous leave usages to base an answer to this question. However, we can state that the use of sick leave has allowed employees to reduce the use of their annual leave for these purposes.
4. The positive impact of allowing the use of sick leave for family care or bereavement has been on the employee's attitude and attention to their work when they are here. Employee's are truly appreciative of being able to care for their family members or attend family funerals without depleting their annual leave. This also allows the employees to take care of their business at home and concentrate on their jobs when they are in the office.
5. We have noticed no negative impact.
6. If possible, raising or eliminating the limit would be useful in the event of long term illness. It has also been stated by some employees that attending funerals and making funeral arrangements for immediate family members should not be charged as leave to the employee but rather along the lines of administrative leave.