

**EXECUTIVE ORDER NO. S-16-13**

**USE OF MILITARY LEAVE OF ABSENCE WITH PAY  
TO MAINTAIN BENEFITS**

**PURPOSE:**

To ensure that full-time City of Omaha employees called to active duty are allowed to use a combination of both their accrued annual leave and military leave of absence with pay to maintain their benefits.

**POLICY AND PROCEDURES:**

The City of Omaha, through union contracts and personnel policy, has dictated that a full-time City of Omaha employee may maintain their life, health, and/or dental coverage if they receive compensation from the City for work performed or utilization of paid leave for one day in a calendar month. In addition, unless altered by a Collective Bargaining Agreement, those City of Omaha employees who are normally scheduled to work at least one hundred twenty (120) hours in three consecutive weeks that are called to active military duty are entitled to one hundred twenty (120) hours of military leave of absence with pay during a calendar year.

To demonstrate the City of Omaha's commitment to those City employees that have been called to active military duty, the City shall allow the employees to use their allotted military leave of absence with pay in increments, notwithstanding any limitation to the contrary, in order to maintain their life, health, and/or dental coverage. This means that a City of Omaha employee called to active duty may use military leave of absence with pay, in conjunction with accrued annual leave, as the minimum one day of paid leave requested and used during a calendar month in order to maintain their life, health, and/or dental insurance.

BY THE POWER VESTED IN ME AS MAYOR BY SECTION 3.04 OF THE HOME RULE CHARTER OF THE CITY OF OMAHA, 1956, AS AMENDED, I HEREBY PROCLAIM THIS TO BE THE EXECUTIVE ORDER ESTABLISHING AND GOVERNING USE OF MILITARY LEAVE OF ABSENCE WITH PAY TO MAINTAIN BENEFITS.

WITNESS my hand as Mayor of the City of Omaha this 4 day of Nov., 2013.

  
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Jean Stothert, Mayor  
City of Omaha