

APA-1

TRANSMITTAL SHEET FOR NOTICE
OF INTENDED ACTION

Control: 670

Department or Agency: Alabama State Personnel Board Alabama State Personnel Department

Rule No.: 670-X-14-.03

Rule Title: Donated Leave

Intended Action Amend

Would the absence of the proposed rule significantly harm or endanger the public health, welfare, or safety? No

Is there a reasonable relationship between the state's police power and the protection of the public health, safety, or welfare? No

Is there another, less restrictive method of regulation available that could adequately protect the public? No

Does the proposed rule have the effect of directly or indirectly increasing the costs of any goods or services involved? No

To what degree?: N/A

Is the increase in cost more harmful to the public than the harm that might result from the absence of the proposed rule? No

Are all facets of the rule-making process designed solely for the purpose of, and so they have, as their primary effect, the protection of the public? No

Does the proposed action relate to or affect in any manner any litigation which the agency is a party to concerning the subject matter of the proposed rule? No

Does the proposed rule have an economic impact? No

If the proposed rule has an economic impact, the proposed rule is required to be accompanied by a fiscal note prepared in accordance with subsection (f) of Section 41-22-23, Code of Alabama 1975.

Certification of Authorized Official

I certify that the attached proposed rule has been proposed in full compliance with the requirements of Chapter 22, Title 41, Code of Alabama 1975, and that it conforms to all applicable filing requirements of the Administrative Procedure Division of the Legislative Services Agency.

Signature of certifying officer

Laury B. Morgan
Laury Morgan

Date

Tuesday, May 20, 2025

REC'D & FILED
MAY 21, 2025
LEGISLATIVE SVC AGENCY

APA-2

**ALABAMA STATE PERSONNEL BOARD
ALABAMA STATE PERSONNEL DEPARTMENT**

NOTICE OF INTENDED ACTION

AGENCY NAME: Alabama State Personnel Board

RULE NO. & TITLE: 670-X-14-.03 Donated Leave

INTENDED ACTION: Amend

SUBSTANCE OF PROPOSED ACTION:

This amendment would remove maternity and adoption from donated leave. Per Act 2025-81 donated leave for maternity or adoption is no longer available.

TIME, PLACE AND MANNER OF PRESENTING VIEWS:

Comments may be address to Lexie SoloRio, Alabama State Personnel Department, 64 North Union Street, Suite 300, Montgomery, AL 36130-4100 or by email at personnel@personnel.alabama.gov. Written comments must be received no later than July 4, 2025

FINAL DATE FOR COMMENT AND COMPLETION OF NOTICE:

Friday, July 4, 2025

CONTACT PERSON AT AGENCY:

Lexie SoloRio, Legislative Counsel
Alabama State Personnel Department
64 North Union Street, Suite 300
Montgomery, AL 36130-4100
Telephone: 334-353-0541
Facsimile: 334-353-4481
Email:
personnel@personnel.alabama.gov

Laury B. Morgan

Laury Morgan

(Signature of officer authorized
to promulgate and adopt
rules or his or her deputy)

~~(1) Upon the recommendation of an appointing authority and the approval of the Director, an employee may receive up to 480 hours of leave donations from another employee or employees of equal or higher classification for a maximum of 480 hours in his entire state career. A lower classification may only donate to a higher classification with Board approval. The donated leave request: (1) is made in writing, (2) is justified by catastrophic circumstances, maternity, or adoption, (3) is recommended by the appointing authority, (4) is acted upon prior to the leave being used, and (5) is recommended only after all other available sick and annual leave has been used. Records of such transfers shall be maintained by the Department.~~

~~(2) For donated leave requests for adoption, the employee is required to first exhaust his or her annual leave. An employee may receive up to two weeks of donated leave per adoption. Intermittent use of donated leave for adoption is not permitted. Donated leave for adoption can only be utilized after the adoption has been finalized by the court.~~

Author: Halcyon Vance Ballard

Statutory Authority: Code of Ala. 1957, §36-26-9.

History: Filed February 28, 1991. **Amended:** Filed May 20, 2015; effective June 24, 2015. **Amended:** Filed May 20, 2015; effective June 24, 2015. **Amended:** Published August 31, 2022; effective October 15, 2022. **Amended:** Published ; effective .