

MEMO

DEPARTMENT OF HUMAN RESOURCES

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CANCER SCREENING:

1. **Subject:** Mathematics
 2. **Topic:** Algebra
 3. **Chapter:** Linear Equations
 4. **Section:** One-Variable Linear Equations
 5. **Sub-section:** Word Problems
 6. **Unit:** Unit 1
 7. **Lesson:** Lesson 1
 8. **Page:** 1
 9. **Date:** 10/10/2023
 10. **Page No.:** 1

Cancer Screening leave:

One four (4) hour period on an annual basis between July 1st and June 30th.

Employees are not entitled to compensatory time for screening outside the regular work schedule. Employees should note that taking the maximum amount (4 hours) of excused paid leave for cancer screening reduces their work day; therefore, employees may not be entitled to a meal period during that particular work day.

REQUIRED DOCUMENTATION:

Affidavit in Support of Habeas Corpus

Sign and date before me.

I, _____, Clerk of the Court, do hereby certify that the foregoing is a true and correct copy of the original filed in my office on this _____ day of _____, 20____.

Clerk of the Court

[illegible]

