



# Oregon

Governor Kate Brown

## Department of Administrative Services

Office of the Chief Human Resources Officer

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### MEMORANDUM

Transmittal 187

**To:** Agency Human Resources and Payroll Managers

**From:** Madilyn Zike, Chief Human Resources Officer

**Cc:** Seth Lewis, Manager State Payroll Services

**Date:** March 1, 2016

**Subject:** Special Leaves with Pay 60.000.10  
Addendum

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The Special Leaves with Pay policy 60.000.10 is amended as follows:

Effective immediately, under Definitions, an employees' aunt, uncle, niece and nephew are considered "family members" for purposes of bereavement leave.

Except as set forth in this amendment, the Special Leaves with Pay policy 60.000.10 is unaffected and shall continue in accordance with its terms.

Questions should be directed to Bridget Otto at 503-373-7676.