



## State Police Commission

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John Bel Edwards  
Governor

Jason Hannaman  
Executive Director

October 1, 2021

Transmittal Sheet No. 75

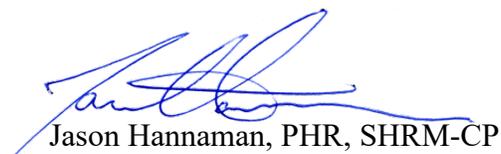
Subject: Chapter 21 renewal and expiration of specific rules

Effective Date: October 1, 2021

The State Police Commission did not meet in August 2021; therefore, the Executive Director, via interim approval, extended provisions of Chapter 21 through September 30, 2021. At the September business meeting, the State Police Commission ratified the interim approval of the Executive Director. Additionally, via a separate motion, the State Police Commission unanimously voted to extend the authority for the remaining provisions of Chapter 21 through December 15, 2021, with the exception of SPC Rule 21.2.1 (b) and (d) which were allowed to expire as scheduled. The remaining Covid-19 special leave rules are in alignment with similar special leave rules utilized for State Civil Service positions and will permit the Department of Public Safety—Public Safety Services to adopt uniform Covid-19 leave policies and procedures for all employees.

Attached is a complete copy of Chapter 21.

Sincerely,



Jason Hannaman, PHR, SHRM-CP  
Executive Director

Attachment

## CHAPTER 21

### EMERGENCY RULES RESPONSE TO CORONAVIRUS DISEASE 2019 ("COVID-19")

The emergency rules in this chapter are prompted by the COVID-19 pandemic declaration of emergency in the State of Louisiana. The appointing authority is encouraged to consider telework for employees, as practical.

#### 21.1 Sick Leave Expansion

The appointing authority may permit the use of sick leave for the following reasons:

- (a) Repealed by expiration of rule, effective April 15, 2021.
- (b) Repealed by expiration of rule, effective August 15, 2021.
- (c) Repealed by expiration of rule, effective April 15, 2021.

#### 21.2 Special Paid Leave

- (a) Repealed by expiration of rule, effective April 15, 2021.
- (b) Repealed by expiration of rule, effective April 15, 2021.

##### 21.2.1 Special Leave Related to COVID-19 Health Pandemic

- (a) Effective September 14, 2020, the use of special leave under State Police Commission Rule 11.23(d) shall not be granted by the appointing authority for any employee absence related to the COVID-19 health pandemic. The Executive Director is granted the authority to reinstate special paid leave under State Police Commission Rule 11.23(d) for absences related to COVID-19 in the event the need arises due to a resurgence in the pandemic and an accompanying declaration by the Governor.
- (b) Repealed by expiration of rule, effective October 1, 2021.
- (c) In the event an employee has exhausted the special paid leave entitlement pursuant to section (b) of this rule, the appointing authority may grant time off without loss of pay, annual leave or sick leave to an asymptomatic

employee who is directed by the appointing authority to be tested for COVID-19 and/or self-quarantine after being exposed through close contact to an individual with a confirmed positive COVID-19 diagnosis.

Such special paid leave shall not extend beyond 14 calendar days for each occurrence as recommended by the Centers for Disease Control and Prevention. Once the employee develops symptoms of illness or is confirmed with a positive COVID-19 diagnosis, he shall immediately be placed in an appropriate leave status, including leave without pay if the employee has exhausted both annual leave and sick leave.

- (d) Repealed by expiration of rule, effective October 1, 2021.
- (e) The appointing authority may grant time off without loss of pay, annual leave, or sick leave to an employee in order to receive a COVID-19 vaccination, provided such leave shall not exceed 4 hours for each administration of the vaccine. The appointing authority shall require the employee to provide proof of vaccination for documentation purposes.

**21.3 Required Sick Leave**

Repealed by expiration of rule, effective April 15, 2021.

**21.4 Limitation of State Police Commission Rule 12.10**

Repealed by expiration of rule, effective April 15, 2021.

**21.5 Overtime Pay Expansion**

Repealed by expiration of rule, effective April 15, 2021.

**21.6 Delegation of Authority to Director**

Repealed by expiration of rule, effective April 15, 2021.

**21.7 Suspension of Deadlines**

Repealed by expiration of rule, effective May 31, 2020.

**21.8 Special Meeting Rules**

Repealed by expiration of rule, effective April 15, 2021.

**21.9 Supporting Documentation**

Repealed by expiration of rule, effective April 15, 2021.

## 21.10 Duration of Chapter

This Chapter is effective retroactively from March 13, 2020. The provisions of Rule 21.1(b) and 21.2(a)2 shall expire at 12:01 a.m. on April 13, 2020, unless extended by the Commission or the Director. The remaining provisions of this Chapter expire upon Order of the Commission or in 120 days, whichever comes first.

**Provisions of Chapter 21 were allowed to expire except for Chapter 21 rules 21.2.1(a), (c), and (e), as well as 21.10 which were extended by the Commission until 11:59 P.M. on December 15, 2021, or upon Order of the Commission, whichever is sooner.**

T/S-68 Rules 21.2.1, 21.10	09/18/2020
T/S-70 Rule 21.2.1(d)	02/11/2021
T/S-71 Rule 21.2.1 (e)	03/11/2021
T/S-72 Rules 21.1(b), 21.2.1, and 21.10	04/16/2021
T/S-74 Rule 21.10	08/13/2021
T/S-75 Rule 21.10	10/01/2021