

Annual Leave

Policy & Guideline

University Facilities (UF)
Internal Guideline: 02.B.03.01
Effective Date: August 2009
Last Modified Date: January 2019
Approved by: Bob Wells, updated Todd Barnette

This document is included here for convenience.

University Policy Summary

Complete Policy is located at: https://hr.app.clemson.edu/poly-proc/view_document.php?id=58

Goal:

To provide annual leave to all full time equivalent (FTE) and time-limited employees with standard hours of 20 or more per week.

Eligibility:

Annual leave shall be earned by and granted to employees in FTE and time-limited positions whose standard hours are 20 or more per week.