Laramie Police Officer Benefit Package

The following is a summary of the City of Laramie benefit package for Police Officers:

1. Salary Range for Police Officers:
   - $45,058 - $60,623 per year *
2. Nine paid City Holidays
3. Vacation: 104 hours to 160 hours/year
4. Health Insurance
5. Life Insurance
6. Sick Leave:
   - 8 hours accrual per month up to 960 hrs maximum
7. Long-Term Disability Insurance
8. Pension Plan:
9. A 457 deferred compensation plan
10. 8 hours Personal Leave per year

In addition, the Laramie Police Department provides sworn officers with the following equipment and supplies: Uniforms, all duty equipment, duty firearms, leather gear, and boots. LPD also pays tuition fees and salary during required attendance at the Wyoming Law Enforcement Academy.

*Please contact Sergeant Shawn Davis for command level salary ranges

Benefit package current as of 06/01/09

Agency Addresses and Numbers

Laramie Police Department
Administrative Officers
620 Plaza Court
Laramie, WY 82070
(307) 721-3547

Laramie Police Department
Hiring/Training Office
Sergeant Shawn Davis
620 Plaza Court
Laramie, WY 82070
(307) 721-3513

City of Laramie Human Resources Manager
Lori Curry
P.O. Box C
Laramie, WY 82070
(307) 721-5229

Wyoming P.O.S.T. Commission
1710 Pacific Avenue
Cheyenne, WY 82002
(307) 777-7718

Wyoming Law Enforcement Academy
1556 Riverbend Drive
Douglas, WY 82633-2056
(307) 358-3617

Laramie Police Department
General Application Instructions

Please take a few minutes and read over these general guidelines for successfully completing the application process.

Before submitting this application, please be sure you have passed the Wyoming Peace Officer Standards & Training Commission Entry Level Exam and **attach your score sheet to your application**, or have verified through P.O.S.T. that you are certified, or certifiable, as a Peace Officer.

If your certification is from another state, to be eligible for the lateral entry program you will need to meet the minimum requirements for certification as a Peace Officer in the State of Wyoming. To find out if you do, **YOU** must contact the P.O.S.T. Commission in Cheyenne, Wyoming at (307) 777-7718 with documented training information for them to review.

The following **MUST** be returned with your **COMPLETED** application for it to be processed:

- Completed and signed application
- Copy of P.O.S.T. exam score sheet (if applying as non-certified)
- Proof of High School Diploma or equivalent
- Proof you are at least 21 years of age
- DD214 (if applicable)

If you are applying as a previously certified Peace Officer you must ALSO include:

- Certificate of attendance of a basic Law Enforcement Academy
- If it is an academy other than Wyoming, you will need to provide documented hours and course of instruction
- Documentation of any advanced Law Enforcement training

Return your completed application and informational background packet, with required documentation, by mail or in person to the Lori Curry at the City of Laramie Human Resources Office at 420 Ivinson Street, Laramie, WY 82070. If your application is accepted, we will retain it on file until we do the next round of Civil Service Interviews and Physical Assessments.

If you have any questions, or are unable to provide any of the required information with your application, contact Sergeant Shawn Davis with the Laramie Police Department Hiring Officer as soon as possible at (307) 721-3513.

Thank you for your interest in applying to the Laramie Police Department.

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Direction to
The Laramie Police Department
Located at 620 Plaza Court, Laramie, WY 82070

From within the City of Laramie:

Drive southbound on 3rd Street. Take the second left-hand turn, after you pass under Interstate 80, onto Soldier Springs Road. Follow Soldier Springs Road around to the south, past the Ramada Inn. It will turn east, becoming Skyline Drive. Make the first left-hand turn possible onto 6th Street. The Police Department is one block to the north on the right-hand side.

From Cheyenne via I-80:

Traveling westbound on I-80, take the Third Street exit (exit number 313). Turn left under the interstate. Take the second left-hand turn, after you pass under the interstate, onto Soldier Springs Road. Follow Soldier Springs Road around to the south, past the Ramada Inn. It will turn east, becoming Skyline Drive. Make the first left-hand turn possible onto 6th Street. The Police Department is one block to the north on the right-hand side.

From Rawlins via I-80:

Traveling eastbound on I-80, take the Third Street exit (exit 313). At the bottom on the hill you will merge into traffic on the right and immediately move into the inside lane of travel, so that you can make the left onto Soldier Springs Road. Follow Soldier Springs Road around to the south, past the Ramada Inn. It will turn east, becoming Skyline Drive. Make the first left-hand turn possible onto 6th Street. The Police Department is one block to the north on the right-hand side.

From Ft. Collins via Highway 287:

Traveling northbound on Hwy 287, turn right onto Soldier Springs Road, which is the first right available after the RR overpass at the south end of Laramie. Follow Soldier Springs Road around to the south, past the Ramada Inn. It will turn east, becoming Skyline Drive. Make the first left-hand turn possible onto 6th Street. The Police Department is one block to the north on the right-hand side.

Please call us at (307) 721-3547 if you require any further assistance.

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City of Laramie
Police Officer
Job Description

DEFINITION

Under direction, to perform a variety of duties involved in the enforcement of laws and the prevention of crimes; to conduct and participate in the investigation of crimes, accidents, and cases; to control traffic flow and enforce State and local traffic regulations; and to perform a variety of technical and administrative tasks in support of the Department.

SUPERVISION EXERCISED

May exercise functional and technical supervision over less experienced staff.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

Patrol a designated area of the City of Laramie to preserve law and order; discover and prevent the commission of crimes; enforce traffic and other laws and ordinances; recognize and respond to drivers driving while under the influence of drugs and alcohol; patrol school zones and parks; check buildings for physical security and evidence of break-ins and vandalism.

Respond to general public service calls on criminal and civil matters and complaints including domestic disturbances, civil complaints, property control, automobile accidents, rapes, robberies, and related misdemeanor and felony incidents.

Arrest suspects in connection with criminal activity; may search records and files to identify suspects; may book, search, photograph, and fingerprint prisoners.

Maintain records and prepare reports on arrests made, activities performed, and unusual incidents observed.

Enforce traffic laws and ordinances; check speed with radar; issue and warnings and citations.

Direct traffic at fires, special events, and other emergency or congested situations; provide security at special events.

Contact and cooperate with other law enforcement agencies in matters relating to the apprehension of offenders and the investigation of offenses.

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EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

Maintain contact with citizens regarding potential law enforcement problems and preserve good relationships with the general public; take an active role in areas of public education relative to crime and crime prevention.

Serve warrants and subpoenas within the department and with outside agencies; remain current on laws and procedures required for processing warrants.

Respond to and investigate accidents; provide first aid as necessary; take necessary safeguards to prevent further accidents.

Respond as "First Responder" to medical calls; assist the Fire Department and drive an ambulance as necessary.

Assist other Law Enforcement and referral agencies as needed.

Coordinate Department activities and services with other City Departments, Divisions, and outside agencies including notifying the Streets Department of inoperable or malfunctioning street lights and signals, missing signs, and traffic hazards.

Respond to situations involving suicidal subjects; take necessary actions to intervene and prevent subjects from harming themselves or others.

Conduct a variety of criminal investigations as assigned; conduct covert and undercover investigations as assigned; gather evidence and prepare cases for prosecution; prepare investigative reports and case information for prosecuting attorneys and other Law Enforcement agencies.

Coordinate multi-jurisdictional investigations.

Identify, protect, evaluation, define and establish boundaries of crime scenes.

Recognize, identify, collect, process, preserve, and prepare evidence for use in court and other criminal procedures; store and catalog evidence and exhibits; send out evidence for further examination when appropriate; identify and classify fingerprints.

Interrogate and interview informants, suspects, witnesses, and victims; identify, locate, screen protect, and prepare witnesses for criminal proceedings.

Maintain special files including those relating to fingerprints, pawn, photographs, intelligence information and other necessary records and files.

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EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

Prepare specialized exhibits and field aids including photo line-ups, diagrams, photo boards, and other materials.

Provide testimony in court as expert witness.

Investigate deaths; provide death and accident notifications.

Provide public relations programs sponsored by the Laramie Police Department; develop special programs and events including the Laramie Police Department Safety Fair, Internship Program, Department information brochures, 3D programming and other special activities as assigned.

Serve as Public Information Officer, provide information to media sources regarding Department cases; develop, coordinate, and disseminate media releases and public service announcements.

Develop and implement Law Enforcement related safety education programs including bike safety, stranger awareness, McGruff programs, personal safety for adults, and related programs.

Oversee and issue Crime Stopper reports; coordinate payment for information; coordinate with other agencies in implementing Crime Stopper releases.

Provide information to the public to assist in protecting the public against potential criminal threats.

Assist outside Law Enforcement agencies and community referral services by providing Laramie Police Department information and technical advice.

Serve as School Resource Officer as assigned; serve as liaison to schools, Department of Protective Services, County Attorney, Courts, LYCC and Law Enforcement agencies.

Serve as Training Officer as assigned; develop, plan, coordinate, schedule, and maintain records of Department recruits, new hires, in-service, and outside agency training.

Provide training to recruits, new hires, and existing Officers.

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EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

Serve as D.A.R.E. Officer as assigned; conduct drug awareness, educational, and safety programs for school age children for the primary purposes of preventing substance abuse and educating students in safety procedures; prepare teaching materials and guides; participate in school activities.

Maintain relations with school principals and other key school personnel; prepare and make presentations at faculty in-service meetings, parent nights, P.T.A. meetings, and community organization meetings.

Participate in formal and informal training activities.

Transport prisoners to and from City Court and County jail.

May serve in a special duty capacity including as a Field Training Officer (FTO), Special Response Team Member (S.R.T), Bomb Technician, Crisis/Hostage Negotiator, or other capacity.

OTHER JOB RELATED DUTIES

Provide vouchers and assistance to transients.

Perform related duties and responsibilities as assigned.

JOB RELATED AND ESSENTIAL QULIFICATIONS

Knowledge of:

Principles and practices of record keeping and reporting.

Basic principles of criminal law.

Safe driving principles and practices.

Skills to:

Learn to operate firearms and other modern police equipment.

Learn to operate modern office equipment including computer equipment.

Safely and effectively operate and maneuver emergency response vehicles at high rates of speed.

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Ability to:

Successfully complete P.O.S.T. training for entry level Police Officers.

Learn modern police methods and procedures related to patrol, apprehension, arrest, search and seizure, traffic control, and investigation and identification techniques.

Learn modern investigative methods including interviewing and interrogation techniques.

Learn Law Enforcement theory, principles and practices and their application to a wide variety of services and programs.

Learn most recent court decisions and how they affect department and divisions operations.

Learn functions and objectives of Federal, State and other local Law Enforcement agencies.

Learn self-defense tactics.

Learn and properly interpret, apply, and explain the policies, procedures, laws, codes and regulations pertaining to assigned programs and functions including those related to apprehension, arrest, search and seizure, evidence and records maintenance and traffic control.

Learn to gather, assemble, analyze, evaluate and utilize facts and evidence.

Observe accurately and remember names, faces, numbers, incidents and places.

Prepare clear and concise reports.

Analyze situations quickly and objectively and determine proper course of action.

Act quickly and calmly in emergencies.

Meet and deal with the public tactfully and effectively.

Interact effectively and sensitively with individuals from diverse backgrounds.

Meet and maintain physical requirements necessary to safely and effectively perform the assigned duties.

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Ability to:

Exercise good judgment, flexibility, creatively and sensitivity in response to changing situations and needs.

Communicate clearly and concisely, both orally and in writing.

Establish, maintain and foster positive and harmonious working relationships with those contacted in the course of work.

Experience and Training Guidelines

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

One year of experience working with the public.

Training:

Equivalent to the completion of the twelfth grade and enrollment in and attending a P.O.S.T. Academy or completion of a P.O.S.T. Academy.

License or Certificate:

Possession of, or ability to obtain, an appropriate, valid driver's license.

Possession of, or ability to obtain, a P.O.S.T. Certificate.

Special Requirements:

Essential duties require the following physical abilities and work environment:

Ability to sit, stand, walk, run, kneel, crouch, stoop, squat, crawl, twist, climb, and lift 100 lbs; exposure to cold, heat, noise, outdoors, vibration, confining work space, chemicals, explosive materials, mechanical hazards, and electrical hazards; ability to travel to different sites and locations; availability for shift work, on-call and stand-by.

Effective Date: October 2010

	Laramie Police Department **City of Laramie, Wyoming** **Application for Employment** 620 Plaza Court Laramie, Wyoming 82070 (307) 721-3513	**Return To:** **City of Laramie HR Manager** **P.O. Box C** **Laramie, WY 82070** **(307) 721-5229**

Position Applying For: _____

INSTRUCTIONS: Each question should be fully and accurately answered. Please print or type, except for your signature on the back of the application. A separate application must be submitted for each position for which you are applying.

APPLICANT INFORMATION

Name: _____
(as written on your Social Security Card) Last First M.I.

Mailing Address: _____
Street City State ZIP

Telephone: _____
Home Business Message/E-Mail

Date Available for Work: _____

Are you available for: Full Time Part Time Temp/Seasonal Employment

Are you a citizen of the United States or authorized to work legally in the U.S.? Yes No

Are you age 18 or older? Yes No If no, indicate date of birth: _____

Do you possess a valid driver's license Yes No If yes, indicate Class: _____

Driver's License Number: _____ State: _____ Expiration Date: _____

Do you have a current Commercial Driver's License (CDL)? Yes No

If you have a CDL, check appropriate box(s): Class A Class B Endorsement: _____

Have you ever had your driver's license suspended? Yes No

List any accidents or moving violations incurred during the past 36 months.

Type	Date	Ticket Received
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

The following criteria will exclude prospective candidates from operation of City vehicles:

A. Three (3) or more moving violations or at-fault accidents within the previous 36 months (two separate, individual incidents).
B. Two (2) or more moving violations or at-fault accidents within the previous 12 months (two separate, individual incidents).
C. An Administrative Suspension of a driver's license: conviction or any form of deferred prosecution qualified by State statute, or as amended within the previous 36 months, including, but not limited to:
   * Driving under the influence of drugs or alcohol
   * Fleeing to avoid arrest
   * Homicide or assault by motor vehicle
   * Leaving the scene of an accident
   * Reckless Driving
   * Driving without auto insurance

I understand that my insurability will be verified and I may not be eligible for employment in a driving essential position or, if employed, I may be terminated because I am uninsurable.

Have you worked for the City of Laramie before? Yes No
If yes, list the department: _____ Job Title: _____
Approximate dates of employment: From _____ To _____

Do you have any relatives currently working for the City of Laramie? Yes No
If yes, indicate their name and your relationship: _____
_____

Have you served in the United States Armed Forces? Yes No
If yes, list dates of service: From _____To _____Branch of Service:_____

Have you ever been convicted of a crime (other than a minor traffic offense that resulted only in a fine)?
Yes No

If yes, please state the crime(s) you were convicted of and explain the date, location, nature, and facts surrounding each conviction. A conviction is not an absolute bar to employment, but is subject to review. Use an additional sheet of paper if necessary.

_____
_____
_____

Essential functions of positions are described in job advertisements/announcements specific to the position vacancy. If you are unable to perform the essential functions of the position for which you are applying, or need a reasonable accommodation in order to apply, please contact the Human Resources Division at (307) 721-5247 for assistance.

EMPLOYMENT HISTORY

Your work experience is an important factor in evaluating your qualifications. Please make certain that you provide complete and accurate information on previous job duties and levels of responsibility. List names of employers in consecutive order with your present or most recent employer listed first. Account for all periods of time including military service, related volunteer experience, as well as any period of unemployment. You may attach a resume in addition to the descriptions that you must write.

CURRENT OR MOST RECENT:

Name of Employer: _____

Type of Business: _____Telephone Number: (___)_____

Employer's Address:_____
Street City State ZIP

Name of Last Supervisor_____May we contact this employer? Yes No

Employed: From_____To_____Salary: Starting_____Ending _____

Job title and description of duties performed: _____
_____
_____
_____
_____
_____

PREVIOUS POSITIONS:

Name of Employer: _____

Type of Business: _____Telephone Number: (___)_____

Employer's Address: _____
Street City State ZIP

Name of Last Supervisor:_____May we contact this employer? Yes No

Employed: From_____To_____Salary: Starting_____Ending_____

Job title and description of duties performed: _____
_____
_____
_____
_____
_____

Name of Employer: _____

Type of Business: _____Telephone Number: (___)_____

Employer's Address: _____
Street City State ZIP

Name of Last Supervisor:_____May we contact this employer? Yes No

Employed: From_____To_____Salary: Starting_____Ending_____

Job title and description of duties performed: _____
_____
_____
_____
_____
_____

Name of Employer: _____

Type of Business: _____Telephone Number: (___)_____

Employer's Address: _____
Street City State ZIP

Name of Last Supervisor:_____May we contact this employer? Yes No

Employed: From_____To_____Salary: Starting_____Ending_____

Job title and description of duties performed: _____
_____
_____
_____
_____
_____

EDUCATION Name, Address and Location of School	Did you graduate?
High School:	
Undergraduate/Technical College or University College Major: Degree:	
Graduate College or University: Graduate Degree:	

Additional Education and/or vocational, technical, or military training information relevant to the position for which you are applying:

_____

_____

_____

Special Skills:

Typing: Yes No WPM_____Ten Key: By Touch? Yes No
Computer: Yes No Type_____Software Applications _____

_____

Heavy Equipment (list specific types): _____

_____

Additional information that might qualify you for the position: _____

_____

_____

The City of Laramie is an Equal Opportunity Employer. Applicants are considered for positions for which they have applied without regard to race, religion, sex, age, national origin, disability, and other characteristics protected by law. Per chapter 8.56 in the Municipal Code the City of Laramie is a smoke free workplace.

CERTIFICATION & RELEASE

I certify that all statements made in this application are true and complete. I authorize the City to investigate all statements made as a part of this application and to secure any necessary information from all prior employers, references, academic institutions, law enforcement agencies, other persons and entities, and public records. I hereby release all such persons, entities, employers, references, institutions, agencies, and the City from any and all liability arising from their giving or receiving information about my employment history, academic credentials, qualifications, reputation, driving record, and criminal record. A photocopy of this release may be used for all purposes.

I understand that any false answers or misleading statements as well as misrepresentations by omission made by me as part of my application will be sufficient for rejection of my application or for my immediate discharge should one be discovered after I am employed.

I understand that nothing in this employment application, in the City's statements of personnel policies, or in my communication with any City employee or official is intended to create an employment contract between the City and me. If I am hired by the City, I understand that my continued employment will be at the mutual consent of the City and me. Accordingly, either I or the City may terminate my employment at will at any time with or without cause or notice. I understand that the at-will nature of the employment relationship can only be changed in a specific written agreement signed by the City Manager.

Signature _____Date:_____

LARAMIE POLICE DEPARTMENT

Personal History Statement

****This form must be completed and returned with your application****

All applicants for Police officer are required to answer the following questions to be considered for employment. An initial screening will be made of the application and personal history statement to ensure that the applicant meets the minimum requirements. All statements are subject to verification. Inaccurate statements or omissions may disqualify you from further participation in the Police Officer selection process.

Name _____ SSN _____

Any other name(s) under which records might be found (alias or maiden name(s))_____
_____

		YES	NO
1.	I am at least 21 years of age		
2.	I am a U.S. Citizen		
3.	I am Wyoming P.O.S.T. certified		

If you answered NO to any of questions 1-3, please attach a separate piece of paper and provide an explanation.

		YES	NO
4.	Have you ever been arrested for or convicted of a felony?		
5.	Have you ever been arrested for or convicted of a misdemeanor, petty offense, or received a traffic citation?		
6.	Have you ever been arrested for or convicted of domestic violence?		
7.	Are you under indictment, or have you been served with an information alleging any offense where the punishment may be confinement in the penitentiary?		
8.	Have you ever used, sold or grown marijuana?		
9.	Have you ever used, sold or manufactured other illegal drugs?		
10.	Have you ever taken prescription drugs other than as prescribed by a physician?		
11.	Has your driver's license ever been suspended, revoked or denied?		
12.	Have you ever been arrested for driving under the influence or driving while impaired by drugs or alcohol?		
13.	Have you ever participated in criminal activity and not been caught?		
14.	Have you ever driven under the influence of drugs or alcohol and not been caught?		

If you answered YES to any of the questions 4-14, please attach a separate piece of paper and provide explanations, including specific dates, times, locations, and any other relevant information. For drug-related questions, list specific drugs used, date of first use, and date of last use.

CERTIFICATION

I hereby certify that all statements made in this application are true and complete. I understand that any false answers, statements, or misrepresentations by omission made by me as part of my application will be sufficient for rejection of my application or for my immediate discharge should one be discovered after I am employed.

I acknowledge that I have read and understand the preceding statement.

Signature _____ Date _____

Your Rights under the Family and Medical Leave Act of 1993

FMLA requires covered employers to provide up to 12 weeks of unpaid, job-protected leave to "eligible "employees for certain family and medical reasons. Employees are eligible if they have worked for their employer for at least one year, and for 1,250 hours over the previous 12 months, and if there are at least 50 employees within 75 miles. The FMLA permits employees to take leave on an intermittent basis or to work a reduced schedule under certain circumstances.

Reasons for Taking Leave:

Unpaid leave must be granted for *any* of the following reasons:

- to care for the employee's child after birth, or placement for adoption or foster care;
- to care for the employee's spouse, son or daughter, or parent who has a serious health condition; or
- for a serious health condition that makes the employee unable to perform the employee's job.

At the employee's or employer's option, certain kinds of *paid* leave may be substituted for unpaid leave.

Advance Notice and Medical Certification:

The employee may be required to provide advance leave notice and medical certification. Taking of leave may be denied if requirements are not met.

- The employee ordinarily must provide 30 days advance notice when the leave is "foreseeable."
- An employer may require medical certification to support a request for leave because of a serious health condition, and may require second or third opinions (at the employer's expense) and a fitness for duty report to return to work.

Job Benefits and Protection:

- For the duration of FMLA leave, the employer must maintain the employee's health coverage under any "group health plan."
- Upon return from FMLA leave, most employees must be restored to their original or equivalent positions with equivalent pay, benefits, and other employment terms.
- The use of FMLA leave cannot result in the loss of any employment benefit that accrued prior to the start of an employee's leave.

Unlawful Acts by Employers:

FMLA makes it unlawful for any employer to:

- interfere with, restrain, or deny the exercise of any right provided under FMLA:
- discharge or discriminate against any person for opposing any practice made unlawful by FMLA or for involvement in any proceeding under or relating to FMLA.

Enforcement:

- The U.S. Department of Labor is authorized to investigate and resolve complaints of violations.
- An eligible employee may bring a civil action against an employer for violations.

FMLA does not affect any Federal or State law prohibiting discrimination, or supersede any State or local law or collective bargaining agreement which provides greater family or medical leave rights.

For Additional Information:

If you have access to the Internet, visit our FMLA website: **http://www.dol.gov/esa/whd/fmla.** To locate your nearest Wage-Hour Office, telephone our Wage-Hour toll-free information and help line at 1-866-4USWAGE (1-866-487-9243): a customer service representative is available to assist you with referral information from 8am to 5pm **in your time zone;** or log onto our Home Page at **http://www.wagehour.dol.gov**.

U.S. Department of Labor Employment Standards Administration Wage and Hour Division, Washington, D.C. 20210

WH Publication 1420 Revised August 2001

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U.S. Department of Labor Employment Standards Administration Wage and Hour Division

Military Family Leave

On January 28, President Bush signed into law the National Defense Authorization Act for FY 2008 (NDAA), Public Law 110-181. Section 585(a) of the NDAA amended the FMLA to provide eligible employees working for covered employers two important new leave rights related to military service:

(1) **New Qualifying Reason for Leave.** Eligible employees are entitled to up to 12 weeks of leave because of "any qualifying exigency" arising out of the fact that the spouse, son, daughter, or parent of the employee is on active duty, or has been notified of an impending call to active duty status, in support of a contingency operation. By the terms of the statute, this provision requires the Secretary of Labor to issue regulations defining "any qualifying exigency." In the interim, employers are encouraged to provide this type of leave to qualifying employees.

(2) **New Leave Entitlement**. An eligible employee who is the spouse, son, daughter, parent, or next of kin of a covered service member who is recovering from a serious illness or injury sustained in the line of duty on active duty is entitled to up to 26 weeks of leave in a single 12-month period to care for the service member. This provision became effective immediately upon enactment. This military caregiver leave is available during "a single 12-month period" during which an eligible employee is entitled to a combined total of 26 weeks of all types of FMLA leave.

Additional information on the amendments and a version of Title I of the FMLA with the new statutory language incorporated are available on the FMLA amendments Web site at http://www.dol.gov/esa/whd/fmla/NDAA_fmla.htm.