

INDIVIDUAL LETTER OF AGREEMENT
between the
STATE OF ALASKA
and the
ALASKA PUBLIC EMPLOYEES ASSOCIATION
representing the
SUPERVISORY UNIT

(Employee Name), Mandatory Leave

LOA SS-Dept # -FY-Sequence #

It is agreed between the parties that the following terms and conditions of employment apply to (employee name), (title) with the Department of (title). No provision of the July 1, 2010 through June 30, 2013 master agreement not specifically referenced herein is modified by this agreement.

The mandatory leave usage requirement is waived for the leave year ending December 15, 20XX. Mr./Ms. (employee name) will be allowed to retain the unused portion of the 37.5 hour personal leave usage requirement.

This agreement is entered into solely to address the specific circumstance of this particular situation. It does not establish any practice or precedent between the parties. This agreement will not be referred to in any other dispute, grievance, arbitration, hearing, or any other forum, except as may be necessary for the execution of its terms.

FOR THE STATE OF ALASKA:

FOR APEA/AFT (AFL-CIO):

(Name)
Human Resource Manager
Department of Administration

(Name)
(Title: Field Representative, etc.)

Date

Date