

1 **Non-Employment Dates – Exempt P&S**

2 Effective: July 1, 2019

3 Contact: [University Human Resources \(UHR\) Employee/Labor Relations Office](#)

4 **Introduction**

5 For exempt Professional & Scientific employees working less than 12 months, this policy clarifies
6 pay out of annual compensation, benefits deductions, and absence accruals.

7 **Policy Statement**

8 Exempt Professional & Scientific employees working less than 12 months will be paid a salary over
9 12 months regardless if they are actively working or not. Benefits deductions will be withheld each
10 pay cycle versus pre-withholding or put into arrears prior to or after the worker's non-employment
11 dates. Absence accruals will not accrue during periods of non-employment.

12 **Resources**

13 **Links**

- 14 • [UHR Employee Benefits](#)
- 15 • [UHR Employee/Labor Relations](#)

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