LOA ‘Temporary layoff’ Type Code  
Service Request 80389  
February 26, 2003

1.0 Overview
It is requested that a new value be added to Data Element EDB 0139 - 'Leave of Absence Type Code' - to record 'Temporary layoff'. Temporary layoff is to be considered Leave Without Pay. Edit 08-013 must also be modified to check for the new leave code.

2.0 PPS Modifications

2.1 Data Element
A new code value and description, ‘17 - Temporary layoff’, should be added to existing Data Element EDB 0139 to record temporary layoffs. A draft data dictionary page is included as Attachment A.

2.2 Help Text
The new code value and description, ‘17 - Temporary layoff’, should be added to the help text for EDB 0139.

2.3 Code Translation Table
A translation for the new code value should be added to the CTT. The following translation is suggested:

<table>
<thead>
<tr>
<th>Data Element</th>
<th>Value</th>
<th>Length</th>
<th>Translation</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDB 0139</td>
<td>17</td>
<td>24</td>
<td>Temporary layoff</td>
</tr>
<tr>
<td>EDB 0139</td>
<td>17</td>
<td>41</td>
<td>Temporary layoff</td>
</tr>
</tbody>
</table>

2.4 Maintenance Modifications
Edit 08-013 ('TYPE OF LEAVE INVALID FOR LEAVE WITH PAY OR SABBATICAL') must be modified to check for the new leave code.
Attachment A

*System Number:* EDB0139

*User Access Name:* 0139-3

*Programming Name:* LOA_TYPE_CODE IN PPPPER

*Revision Date:* xx/xx/xx

*Comments:*

*Source(s):* n/a

*Use(s):*

*Location(s):*

*Name:* LEAVE OF ABSENCE TYPE CODE-EDB

*Type:* ALPHANUMERIC

*Length:* 2

*Format:* n/a

**General Description**

Code indicating the type of leave taken by the employee.

**Code Interpretation**

01 - Sabbatical at full salary
02 - Sabbatical at partial salary
03 - Sabbatical in residence at full salary
04 - Pregnancy disability
05 - Extended illness
06 - Government/Public Service
07 - Professional Development
08 - Personal
09 - Workers' Compensation
10 - Furlough
11 - Military
12 - Special Research
13 - Administration
14 - Sabbatical in residence at partial salary
15 - Family and medical leave without pay
16 - Family and medical leave with pay
17 - Temporary layoff
99 - Other (as specified in personnel file)