

PERSONNEL POLICY MANUAL

LETA		POLICY No. 4
Section:		EFFECTIVE: 8/93
Subject:	Insurance Premium Payments	REVIEW:
Source:	Executive Director	REVISION:
		REVISED:

POLICY

It is the policy of the Louisiana Educational Television Authority, in compliance with the Family and Medical Leave Act of 1993, to continue payment of the agency's portion of **HEALTH** insurance for employees on leave under this act.

PURPOSE

The purpose of this policy is to make LETA employees aware of its compliance with the Family and Medical Leave Act of 1993.

APPLICABILITY

Applies to LETA employees on leave under the FMLA.

DEFINITIONS

Health insurance is any medical insurance administered through the State Employees Group Benefits Program that is offered to LETA employees.

RESPONSIBILITY

It is the responsibility of the Executive Director or her designee to ensure compliance of this policy.