

HORRY-GEORGETOWN TECHNICAL COLLEGE

POLICY

Number: 3.3.3
Title: Annual Leave
Authority: Title 59, Chapter 53, Sections 810-860 of the
1976 Code of Laws of South Carolina, as Amended.
Responsibility: Vice President, Human Resources and Employee Relations

Original Approval Date: 01-14-1993
Last Cabinet Review: 07-25-2017
Last Revision: 07-25-2017

Chairperson

DISCLAIMER

PURSUANT TO SECTION 41-1-110 OF THE CODE OF LAWS OF SC, AS AMENDED, THE LANGUAGE USED IN THIS DOCUMENT DOES NOT CREATE AN EMPLOYMENT CONTRACT BETWEEN THE EMPLOYEE AND THE AGENCY.

It shall be the policy of Horry-Georgetown Technical College to grant annual leave to all its eligible employees in a manner consistent with state law and regulations promulgated by the State Human Resources Division.

All procedures on annual leave will be subject to review and audit by the State Board for Technical and Comprehensive Education and the State Human Resources Division to insure compliance with applicable State and Federal requirements.