

## **3 FAM 7460 LEAVE WITHOUT PAY**

### **3 FAM 7461 GENERAL**

*(TL:PER-237; 1-1-95)*

*(Uniform State/USAID/USIA/Commerce/Agriculture)*

*(Applies to Foreign Service Nationals Only)*

Leave without pay (LWOP) is a temporary non-pay status and an absence from a prescheduled tour of duty which may be granted upon employee's request. Uniform rules on granting LWOP should be developed by overseas establishments as a part of the leave plan for that country or locality. The rules should identify officials designated to approve such requests for LWOP. The effect of LWOP on within-grade increases (WGI's) is discussed in 3 FAM 7500.

All LWOP must be recorded since computation of creditable service upon retirement and within grade increases, for example, may be affected by certain periods of LWOP.

### **3 FAM 7462 THROUGH 7469 UNASSIGNED**