



# CIVILIAN PERSONNEL BULLETIN

UNITED STATES MILITARY ACADEMY  
WEST POINT, NEW YORK 10996

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## DISABLED VETERAN LEAVE FACT SHEET

1. Under the Wounded Warriors Federal Leave Act of 2015 (Public Law 114-75, November 5, 2015), an employee **hired on or after November 5, 2016**, who is a veteran with a service-connected disability rating of 30 percent or more from the Department of Veterans Affairs is entitled to up to 104 hours of disabled veteran leave for the purposes of undergoing medical treatment for such disability.

2. An eligible employee will receive the appropriate amount of disabled veteran leave as of the employee's "first day of employment," as defined below. Disabled veteran leave is a one-time benefit provided to an eligible employee. The employee will have a single, continuous 12-month eligibility period, beginning on the "first day of employment" in which to use the leave or it will be forfeited with no opportunity to carry over the leave into subsequent years. An employee may not receive a lump-sum payment for any unused or forfeited leave under any circumstance.

First day of employment is defined as the first day of service that qualifies as employment that occurs on or after the later of—

1. The earliest date an employee is hired (after the effective date of the employee's qualifying service-connected disability); or
2. The effective date of the employee's qualifying service-connected disability.

3. There are several requirements that must be met in order for an employee to be eligible for disabled veteran leave under OPM's regulations. Those requirements are that an employee must—

- Be in the civil service;
- Be covered by the disabled veteran leave statute;
- Be a veteran;
- Have a service-connected disability rating of 30 percent or more;
- Be hired on or after November 5, 2016; and
- Be subject to a leave system for which leave is charged for absences.

4. Currently Nonappropriated fund employees are not covered by the new disabled veteran leave authority.

5. An eligible employee may only use disabled veteran leave during the continuous 12-month eligibility period beginning on the “first day of employment.” The 12-month eligibility period is determined after the agency has established that an employee is eligible to receive disabled veteran leave. By law, disabled veteran leave is available only to an eligible employee who is “hired” on or after November 5, 2016.

The 12-month eligibility period expires one day before the anniversary date of the first day of employment. For example, if the first day of employment is December 6, the 12-month eligibility period expires on December 5 of the next year. The 12-month eligibility period is not extended because of a break in service.

6. In order to demonstrate eligibility for disabled veteran leave, an employee must submit documentation certifying the service-connected disability rating and its effective date to the employing agency. An agency cannot credit disabled veteran leave until the employee provides the necessary certifying documentation.

Once an agency has confirmed eligibility for disabled veteran leave, the agency must credit an eligible employee with the appropriate amount of disabled veteran leave as of the “first day of employment.”

7. Please visit <https://www.opm.gov/policy-data-oversight/pay-leave/leave-administration/fact-sheets/disabled-veteran-leave> for more information on Disabled Veteran Leave. There is a Webcast Presentation available at: <https://www.youtube.com/watch?v=OqeG45dmSKY>.

//SIGNED//  
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