

# NO REGLADA

NOVEMBER 2024

EDUCACIÓ

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## LEAVES I

### LABOR LEAVE

It is the right of workers to request the temporary suspension of their employment contract. While the leave lasts, the person does not work for the company or receive their salary.

There are two types of leave: **Forced leave** and **voluntary leave**.

### VOLUNTARY LEAVE

This leave of absence may be granted as long as and when the employee requests it in writing if he meets the following requirements:

1. Minimum of one year seniority in the company.
2. Not having enjoyed this form of leave in the last four years.

The **minimum** concession period is 4 months with a **maximum** of 5 years.

This modality **doesn't presuppose the reservation of a place** and you only have the right to reinstatement if the company has a vacancy in the same or similar job category.

While the leave period lasts, **seniority** is not counted.

To rejoin the company, **notice must be given** at least 30 calendar days before the end date of the leave.

Next newsletter will deal with **forced leave**.

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SERVEIS PÚBLICS

