

Reference No: Letter to Personnel Officers; **Date:** 01/09/99

01/09/1999 LP:- Foreign Adoptions - flexi leave

E178/3/97

1 September 1999

Dear Personnel Officer

I refer to General Council Agreed Report 1350. This records agreement, as an entirely exceptional measure and taking into account the unique circumstances surrounding foreign adoptions, to allow the relevant absences from duty to be dealt with in accordance with the special provisions under the Guidelines for the operation of Flexible Working Hours for exceptional professional visits (i.e. medical or dental appointments) and for marital breakdown or separation. Up to a maximum of 4 FWH credits or a total of 14 hours' credit, whichever is the more favourable for the officer concerned, may be granted in respect of foreign adoptions.

The FWH Guidelines may be regarded as having been modified accordingly, with effect from 1 March 1999. Corresponding arrangements may be applied, on an informal basis, in respect of staff to whom FWH arrangements do not apply, but who are covered by the C&A Scheme.

Yours sincerely

Deirdre MacRory
Equality Section