

General Personnel

Religious Holidays

The Director shall grant an employee's request for time off to observe a religious holiday if the employee gives at least five days' prior notice and the absence does not cause an undue hardship.

Employees may use earned vacation time or personal leave to make up the absence, provided such time is consistent with the Joint Agreement's operational needs.

LEGAL REF.: Religious Freedom Restoration Act, 775 ILCS 35/15.
Illinois Human Rights Act, 775 ILCS 5/2-101 and 5/2-102.

ADOPTED: April 16, 2026