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| POLICY NAME: | **618.01: Abandonment of Position** |
| EFFECTIVE: | 04-13-2016 |
| SUPERSEDES: |  |
| SOURCE: |  Code of Alabama 16-60-111.4 |
| CROSS REFERENCE: |  |

Any employee who is absent from work for three (3) consecutive workdays without approval through the procedures established by each institution shall be considered to have abandoned the position and to have resigned from the employing institution.