



DAVID PERPONT GARDNER  
President

OFFICE OF THE PRESIDENT  
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October 6, 1989

**CHANCELLOR YOUNG**

**Delegation of Authority--Exception to Staff Personnel Policy 425.8 and Administrative and Professional Staff Program Personnel Policy 154.7, Blood Donations \***


Staff Personnel Policy (SPP) 425.8 and Administrative and Professional Staff (A&PS) Program Personnel Policy 154.7, Blood Donations, specify that employees may be granted leave with pay, up to a maximum of two hours, for donating blood during regularly scheduled hours of work.

Effective immediately, as Chancellor of the Los Angeles campus you are authorized to approve exceptions to the amount of leave with pay so that employees who donate blood may receive an additional four hours of leave with pay over the time allowed in SPP 425.8 and A&PS 154.7, for a total of six hours. These additional four hours of leave with pay shall be scheduled at the convenience of the department for the personal use of the employee and are not used for donating blood. I understand that the cost of these additional four hours will be borne by hospital operating funds.

Effective immediately, you also are authorized to approve leave with pay of up to an additional two hours when a blood donation procedure such as the plateletpheresis procedure requires more than the maximum of two hours allowed in SPP 425.8 and A&PS 154.7. Thus, a total of eight hours (up to four hours for blood donation and an additional four hours of leave with pay for the employee's personal use) may be granted when a procedure such as the plateletpheresis procedure is used.

\* Now Staff Policy 46, Administrative Leave.

Any redelegation of this authority shall be in writing with copies to the Senior Vice President--Administration, the Assistant Vice President--Employee Relations, and the Director--Coordination & Review. This delegation supersedes the April 5, 1983 delegation of authority to Chancellor Young on blood donations (DA 0778).



David Pierpont Gardner

cc: Senior Vice President Brady  
Assistant Vice President Levin  
Special Assistant Young  
Director Rogin  
General Counsel Holst