

Counter Proposal
From
Glendale Community College District
To
California School Employees Association and its Glendale Chapter 76

December 2, 2015

ARTICLE X - LEAVES OF ABSENCE

- SECTION 1.** Sick Leave - Employees are eligible for Sick Leave, with pay, within the following provisions:
- A. Sick leave is the absence of an employee because of illness or injury.
 - B. ~~A new probationary new employee is eligible to take a maximum of 2448 hours of sick leave during the first six months of employment.~~
 - C. ~~A regular, permanent full-time classified employee, one who has been is compensated for one-half (1/2) the working days during a calendar month, and shall earn one (1) day of paid sick leave for each calendar month worked during the fiscal year.~~
 - C. A regular, permanent full-time classified employee, one who has been shall earn one (1) day of paid sick leave for each calendar month worked and compensated for one-half (1/2) the working days during a calendar month year.
 - 1. A regular permanent fractional-part-time classified employee, one who has been is compensated for one-half (1/2) the normal fractional time assignment, shall earn sick leave benefits on a pro-rata basis proportionate to their assignment.
 - D. An employee who uses earned or credited unused sick leave shall be compensated at the same rate he/she would have received had he/she worked that day.
 - E. An employee may accumulate unused sick leave, without limit. At the beginning of each fiscal year, the employee's sick leave accumulation shall be increased by the number of days of paid sick leave which he/she would normally earn in the ensuing fiscal year. No payment or time off will be allowed for unused accumulated sick leave.
 - F. In addition to full-pay sick leave, employees who have completed their initial probationary period shall be entitled to a maximum of one hundred (100) days of sick leave per fiscal year at fifty percent (50%) of their salary. These days of additional sick leave are not accumulative. Regular permanent classified employees are not eligible for State Disability pay.

G. A regular permanent classified employee who has completed one (1) or more years of service, who is absent on full-paid sick leave, shall have his/her accumulated sick leave increased by the number of days of paid sick leave he/she would normally earn in the ensuing fiscal year, prior to returning to service.

1. Employees who fail to return to service following illness must refund to the District all amounts paid for unearned sick leave.

H. A regular permanent classified employee shall be eligible to use half-pay sick leave when full-pay sick leave is exhausted. However, an employee may with prior approval of their supervisor use earned vacation prior to using half-time sick pay.

SECTION 2. Personal Necessity Leave - Employees are eligible for Personal Necessity Leave, with pay, within the following provisions:

A. A maximum of seven (7) full days of the employee's sick leave time may be used each fiscal year for reasons of Personal Necessity. Personal Necessity may not be accumulated from year to year. The employee using Personal Necessity Leave under this Section shall notify his/her immediate supervisor as early as possible, indicating which of the circumstances listed below necessitates this absence. Before or after return from this absence, the employee will complete and submit the "Report and Request for Leave of Absence Form", Appendix K to his/her immediate supervisor indicating circumstances necessitating such leave. Personal necessity leave shall be granted for the following purposes:

1. A. Death of a member of his/her immediate family.

2. B. Accident involving his/her person or property, or the person or property of a member of his/her immediate family. Such accident must be serious in nature, involve circumstances the employee cannot reasonably be expected to disregard, and require the attention of the employee during his/her assigned hours of service.

3. C. Appearance of the employee in court as a litigant. The employee must return to work in cases where it is not necessary for him/her to be absent the entire day.

4. D. An appearance of the employee as a witness under an official governmental order for which salary is not allowed under this Section, provided that each date of necessary attendance under such order, other than the date specified in a subpoena, shall be certified to by the Clerk or other authorized officer of a court or other governmental jurisdictions; in any case in which a witness fee is payable, such fee shall be collected by the employee and remitted to the District Business Office; and the employee must return to work in cases where it is not necessary for her/him to be absent the entire day.

5. E. An illness of a member of the employee's immediate family serious in nature, which under the circumstances the employee

the **father parent** of the child to be absent from his position during his assigned hours of service.

7. **G.** Imminent danger to the home of an employee, occasioned by a factor such as flood or fire, serious in nature, which under the circumstances the employee cannot reasonably be expected to disregard, and which requires attention of the employee during his/her assigned hours of service.
8. **H.** Religious holidays which occur on regular school days that are not Board-declared holidays.
9. **I.** Any other personal necessity not identified above provided it meets all four (4) of the following conditions:
 - a. 1. Be serious in nature; and
 - b. 2. Be of such nature that it cannot reasonably be handled outside of **school work** hours; and
 - c. 3. Involve circumstances which the employee cannot reasonably be expected to disregard; and
 - d. 4. Require the attention of the employee during his/her assigned hours of service.

The provisions of this subsection shall not be applicable in the event of any concerted activity due to a labor dispute, or in the event such absence disrupts the normal operation of the employee's work site.

SECTION 3. Notification of Sick or Personal Necessity Leave - In order to receive compensation while absent on sick and personal necessity leave, the employee must notify his/her supervisor of his/her absence within the first (1st) working hour of the first (1st) day absent, unless extenuating circumstances make notification impossible. The employee is required to give an expected date of return. When required by the District, the proof of impossible conditions shall be borne by the employee.

SECTION 4. Notification of Return from Sick or Personal Necessity Leave - Prior to his/her expected return to work from sick leave and/or personal necessity leave, the employee shall notify his/her supervisor in order that any substitute employee may be terminated. If the employee fails to notify his/her supervisor and both the employee and the substitute report **to work**, the substitute is entitled to the assignment, and the employee shall not receive pay for that day.

SECTION 5. Termination from Paid Sick Leave or Unpaid Leave - If, at the conclusion of all paid sick leave or unpaid leave, the employee is still unable to assume the duties of his/her position, he/she will be terminated, and placed on a re-

cannot reasonably be expected to disregard, and which requires the attention of the employee during his/her assigned hours of service.

~~6.~~ F. The birth of a child, making it necessary for an employee who is

employment list for thirty-nine (39) months.

SECTION 6. Industrial Injury or Illness Leave - Permanent employees are eligible for Industrial Injury or Illness Leave, with pay, within the following provisions.

- A. An employee in the classified service absent from duty because of a verified and reported industrial injury or illness resulting from his/her regular assignments, and qualifying under the provisions of the Workers' Compensation Insurance Law, shall be compensated at the same rate he/she would have received had he/she worked, from the first day of absence to and including the last day of absence not to exceed sixty (60) work days, for each illness or injury. Allowable leave under this section shall not be accumulative from year-to-year. If an employee exhausts his/her Workers' Compensation Industrial Leave benefits, he/she is eligible for sick leave benefits as provided in Section 1, of this Article.
- B. Light Duty – Consistent with the American's with Disabilities Act, upon mutual agreement between the District and the employee, an employee may return to work with restricted or "light" duties with a physician's release ~~for light duty~~.
- C. Personal Physician – If an employee wishes to be treated by a personal physician(s) or medical facility selected pursuant to Labor Code Section 4600, the employee shall notify the District in writing (see Appendix "1"), ~~and shall advise the District~~ of the name and address of such personal physician(s) or medical facility prior to injury.

SECTION 7. Maternity Leave of Absence - Employees are eligible for a Maternity Leave of Absence within the following provisions and upon approval of the Board of Trustees:

- A. Eligibility: An employee who is pregnant may apply for a maternity leave of absence to begin on a date determined by the attending physician of the employee and as verified in writing to the Office of Human Resources.
- B. Procedural requirements: The employee shall submit a written request on the appropriate form provided by the District for maternity leave of absence to the immediate supervisor. This request shall be accompanied by a written statement from the attending physician indicating the date of expected delivery and the exact date the employee shall be released from the assigned position due to personal physical condition. The leave request and the physician's verification statement, provided on District forms, shall be submitted as soon as the pregnancy is medically confirmed, ~~but no later than the fifth (5th) month of pregnancy~~. The physician's verification statement shall certify that the employee is physically able to perform all the assigned duties required of the position, including amount of time on duty, work location, regularly assigned special duties, possible exposure to health hazards ~~such as German measles, other various~~ communicable diseases, or other situations that could be detrimental to the employee's health and safety, in order for the employee to continue working until the leave begins. After initial written verification of pregnancy by the attending physician, the

employee shall be responsible for providing the District each succeeding month with a follow-up physician's report stating that the employee continues to be physically able to perform the assigned duties.

- C. Length of Leave: A maternity leave of absence shall be granted only for the period of time the employee is verified by the employee's personal physician as physically unable to perform regular duties.
- D. Employment during maternity leave: An employee on maternity leave shall not be eligible for assignment as a substitute in the District. If an employee accepts full-time gainful employment during maternity leave of absence, the leave will be considered voluntarily terminated.

E. Return to assignment:

1. Before an employee may return to work, a written statement from the attending physician must be submitted to the Office of Human Resources verifying that the employee is physically capable of returning to work and is physically capable of assuming regularly assigned duties.
2. If the employee returns to work immediately upon the physician's verification that the employee is physically able to return to work, after a period for which sick leave pay has been granted, the employee shall **be returned** to the same work location occupied prior to the leave. ~~if within the same fiscal year.~~
3. If the employee desires to remain off work even though the physician certifies that the employee is physically able to carry out regular duties, or if the employee fails to obtain a physician's statement indicating that the employee is physically unable to perform regular duties, the employee must have originally been granted non-paid child care leave of absence, or be terminated. Return to the same work location occupied prior to the leave is dependent upon the needs of the District.

F. Compensation:

1. Sick leave pay in conjunction with maternity leave of absence shall be granted upon request of the employee at such time as the attending physician, ~~with concurrence by the District physician,~~ determines that the employee is unable to perform assigned duties because of pregnancy. The sick leave pay will terminate when the physician verifies that the employee is physically able to return to work. To continue to receive sick leave pay after delivery or miscarriage, the employee shall submit a physician's statement four (4) weeks after delivery or miscarriage and not more infrequently than once every two (2) weeks thereafter, until such time as the employee is physically able to return to regularly assigned duties.

G. Notification:

1. Employees shall be notified in writing by the Office of Human

Resources of their right to continue health insurance at the employee's expense during the period of unpaid leave.

SECTION 8. Bereavement Leave - Employees are eligible for a Bereavement Leave of Absence within the following provisions: ~~and upon approval of the Board of Trustees:~~

- A. Employees shall be allowed regular pay for not more than three (3) working days when absent on account of the death of any member of his/her immediate family. Bereavement leave with pay may be extended to a maximum of five (5) days when one-way travel of five hundred (500) miles or more is necessary in connection with the bereavement.
- B. Immediate Family: Father, father-in-law, mother, mother-in-law, brother, brother-in-law, sister, sister-in-law, grandparents, grandchild of the employee or of the spouse of the employee, spouse, son, daughter, son-in-law, daughter-in-law, or any relative or any significant person living in the immediate household of the employee.
- C. The District reserves the right to request validation of the death of the family member.

SECTION 9. Jury Duty and Witness Leave - Employees are eligible for Jury Duty and Witness Leave within the following provisions:

- A. Leave of absence for jury service shall be granted to any employee who has been officially summoned to jury duty in local, state or federal court. Leave shall be granted for the period of jury service. The employee shall receive full pay while on leave provided that the jury service fee pay for such leave and the subpoena or court certification are filed with the District. Request for jury service leave should be made by presenting the official court summons to jury service to his/her immediate supervisor at least one week prior to the service date. If an employee receives a jury or witness fee for jury service he/she should return the compensation to the Payroll Office. If the employee is not required to attend jury duty, they will be required to report to work.
- B. Leave of absence to serve as a witness in a court case shall be granted an employee when he/she has been served a subpoena to appear as a witness, not as the litigant in the case. The length of the leave granted shall be for the number of days in attendance in court as certified by the clerk or other authorized officer of the court. The employee shall receive full pay during the leave period, provided that the witness fee for such leave is assigned to and the subpoena or court certification is filed with the District. A request for leave of absence to serve as a witness should be made by presenting the official court summons to his/her immediate supervisor.
- C. Leave of absence to serve as a witness in a court case shall be granted an employee who is a litigant in the case when such litigation involves an action arising out of employment by the District. The length of the leave granted shall be for the number of days in attendance in court as certified

by the clerk or other authorized officer of the court. The employee shall receive full pay during the leave period, provided that the witness fee for such leave is assigned to and the subpoena or court certification is filed with the District. A request for leave of absence to serve as a witness ~~who is a litigant~~ should be made by presenting the official court summons to his/her immediate supervisor.

- D. The jury service fee and witness fee assignment to the District by the employee, referred to in (A), (B), and (C), respectively, does not include transportation expenses.
- E. An employee who has received a leave of absence under this rule shall not be required to make himself/herself available during his/her normal scheduled hours of work on a day when serving on jury duty and/or witness leave.

SECTION 10. Military Leave

- A. An employee shall be granted leave of absence for active duty in military service as provided in the appropriate federal statute, and shall be without pay.
- B. An employee who is a reservist in military service shall be granted leave of absence with full pay when attending summer camp of his/her reserve unit upon presentation to the District of the military orders for such training no less than two (2) weeks prior to such assignment. This leave shall be in addition to his/her regular vacation.

~~**SECTION 11.** Child Care Leave - A non-paid Child Care leave of absence may be granted up to a maximum of two (2) years for an employee of either gender, upon written request of the employee and approval of the Board of Trustees.~~

SECTION 121. Family and Medical Leave - The District will comply with the Family and Medical Leave Act (FMLA) of 1993 and the California Family Rights Act (CFRA) to provide up to twelve (12) weeks of unpaid, job protected leave to eligible employees for certain family and medical reasons during any fiscal year. Part time employees are eligible if they have worked for at least one (1) year, and for seven hundred and eight (708) hours over the previous twelve (12) months. Full time employees are eligible if they have worked at least one (1) year, and for twelve hundred and fifty (1250) hours over the previous twelve months. The following leave conditions are addressed:

- A. Birth of child; placement of a child with the employee for adoption or foster care, guardianship, and dependent adults.
- B. To care for the employee's spouse, son or daughter, or parent, or dependent who has a serious health condition.
- C. A serious health condition that makes the employee unable to perform his or her job.

D. Qualifying Exigency for Military Family Leave. Eligible employees whose spouse, children or parents have been called to active duty are entitled to a maximum of 12 weeks of leave because of "any qualifying exigency" arising out of that circumstance. The following examples qualify for FMLA leave under this provision: where the spouse of a deployed service member is managing childcare issues caused by the deployment, a family member is escorting the service member being deployed to the place of departure, the spouse is attending deployment briefings, etc.

Military Caregiver Leave: Eligible employees who are spouses, children, parents or next of kin, are entitled to take up to 26 weeks of leave in a single 12-month period to care for a family member, for a serious injury or illness of a covered service member. The service member must be a member of the Regular Armed Forces, the National Guard, or the Reserves and undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status or is otherwise on the temporary disability retired list. Although the entitlement is in addition to leave otherwise permitted under FMLA, an employee's combined total annual FMLA leave entitlement cannot exceed 26 weeks.

Exercise of these family leave provisions shall be subject to the following:

1. Health benefits shall continue as though the employee was in paid status.
2. Such leave for a serious health condition of the employee shall run concurrently with similar paid and unpaid leave that are a part of this Agreement.
3. This section does not replace existing leave provisions of this Agreement; it supplements such provisions.
4. Vacation and illness leave may be utilized during family leave, for (A) and (B) above at the option of the employee.
5. In the event that the employee's position has been abolished while on unpaid family leave, the employee shall be reinstated to an equivalent position with the same hours and salary. The leave shall not constitute a break in service for longevity, seniority, or health benefits upon retirement. An employee returning from leave shall return with no less seniority than he/she had when the leave commenced.
6. Serious health condition is an illness, injury, impairment or mental condition that involves either inpatient care or continuing treatment as defined by the Family Medical Leave Act.
7. This leave may be utilized in increments less than a consecutive twelve (12) week period.

Appropriate policies, administrative regulations, and forms for implementation will be developed with the review of the bargaining

unit.

SECTION 132. Catastrophic Illness/Injury Leave - In accordance with the provisions of AB 2007, Catastrophic Illness/Injury leave shall be available to all eligible employees. The purpose of this leave is to permit employees with a catastrophic illness or injury to have sick leave donated to them by fellow employees.

- A. A catastrophic illness or injury is one that is expected to incapacitate an employee for an extended period of time and the employee has used all of their paid leave of absences.
- B. A catastrophic illness/injury request shall be approved by the Catastrophic Illness/Injury Committee (CII) consisting of one (1) member assigned by the District, one (1) member assigned by the Guild, and one (1) member assigned by CSEA. The committee **members** shall elect its ~~own~~ Chair.
 1. Medical verification by the requesting employee's physician must be presented to the committee.
 2. The requesting employee must be incapacitated or absent for an extended period of time no fewer than thirty (30) consecutive calendar days.
 3. A written request must be submitted to the committee by the requesting employee or **their his/her** representative.
 4. The requesting employee may use donated leave as half or whole days and can use the leave retroactively.
 - a. Four (4) hours in paid status and four (4) hours of donated leave or eight (8) hours of donated leave equals eight (8) hours pay and full health and welfare benefits.
 - b. Four (4) hours of donated leave equals four (4) hours pay and, for this purpose, full health and welfare benefits.
 5. Approved leave must be used within a twelve (12) month period after approval.
 - a. Approved leave shall be placed in a special donated leave account for each approved employee.
 - b. Each approved employee may draw upon their account for the twelve-month period only for the approved or related catastrophic illness/injury.
 - c. Any unused leave shall revert to the Leave Bank for use of other employees who have been approved for a catastrophic illness/injury leave.

- d. In unusual circumstances, the CII Committee may consider a request to extend the period for up to one (1) additional year.
- C. Any employee may donate accrued sick leave, but must maintain seventy percent (70%) of accrued sick leave on record. The only exception is that employees retiring or terminating employment may donate leave without limitations.
1. Donated leave is irrevocable. Once donated it is lost to the donor.
 2. Employees may donate leave ONLY to a Leave Bank for use by any approved applicant.
 3. Donated leave shall be charged on the basis of hour-for-hour regardless of the classification family and/or salary schedule of employees donating leave and employees receiving leave.
- D. The District annually, or as requested by the CII Committee, shall promote a "call for leave donations" for the Leave Bank. In addition, the District shall give employees who terminate employment, resign, or retire, an opportunity to donate unused sick and/or vacation leave to the Leave Bank.
1. Unused donated leave reverting to the Leave Bank and specifically donated to the Leave Bank shall make up the Leave Bank.
 2. Requests for Catastrophic Illness/Injury Leave are subject to availability. The CII Committee shall not be responsible for approving requests when there is no leave in the Leave Bank.

SECTION 143. ~~Return From Illness/Injury Leave~~ Fit for Duty Exams ~~Reduced Assignment Leave - Physical examinations, by the District's physician, or personal physician (see Appendix I), to examine personnel, are required and will be paid by the District as follows; upon return from illness/injury of more than six (6) months duration; and upon request of immediate supervisor or Office of Human Resources.~~ District initiated Fit for Duty Exams will be performed by a District physician.

SECTION 154. Physician Approval to Return to Work - Written approval from the employee's attending physician is required prior to his/her return to work after an absence of ~~ten (10) five (5) ten (10) six (6) eight (8)~~ consecutive days due to illness or injury. Written approval shall also be required when an employee returns; from surgery, from any illness or injury requiring hospitalization; and from an employees using cast or orthopedic device(s), or upon request of the immediate supervisor or Office of Human Resources. The cost of the written approval of the physician shall be at the employee's expense.

SECTION 165. Promotional Examination - Every employee in the classified service shall be permitted to be absent from his/her duties during working hours in order to take any examination for which he/she is qualified in the District without deduction of pay or other penalty, provided that he/she gives notice to his/her immediate supervisor.

SECTION 166. Cancellation of Leave - The Board of Trustees may, for good cause, cancel any approved leave of absence by giving the absent employee thirty (30) calendar days notification. Failure to report for duty on the first day after the thirtieth (30th) calendar day after a leave has been canceled shall be considered abandonment of the position and the employee will be subject to termination.

SECTION 187. Abandonment of Employment - An employee must notify his/her supervisor of his/her absence within the first working hour of the first day absent, unless conditions make notification impossible. The employee is required to give an expected date of return. Failure to report for duty or call to report an absence for three (3) consecutive days, except in extenuating circumstances, shall be considered abandonment of position and the employee will be subject to termination. The District will consider any extenuating circumstances presented by the employee.

SECTION 18. Unpaid Leaves - If an employee has an unpaid leave that is more than 30 days, the District shall notify the employee of their right to continue **their current** health insurance at the employee's expense during the period of unpaid leave. **The employee shall be allowed to purchase their current insurance plan at the District's rate of premium.**

SECTION 1920. A. Personal Leave - A classified employee may be granted unpaid personal leave by the Board of Trustees for a period not to exceed one (1) year. ~~Employees shall be notified in writing by the Office of Human Resources of their right to continue health insurance at the employee's expense during the period of unpaid leave.~~

1. . The employee must state the reason for the leave and indicate from/to dates of the leave. A five (5) year requirement must be met between any two (2) personal leave requests.

2. Notification of Return from Personal Leave – Prior to his/her expected return to work from a personal leave, the employee shall notify his/her supervisor and the Office of Human Resources of the date that they will resume their full assignment.

SECTION 201. B. Study Leave – An unpaid study leave may be granted for study purposes following seven ~~(7) years~~ **(5) five years** of full-time permanent service and provided the operational needs of the department are met. ~~An unpaid study leave will be pro-rated for part-time employees. An~~ **eEmployees may** shall take a study leaves with Board of Trustee approval in accordance with Education Code section §88198. A ~~seven (7) year~~ **(5) five year** requirement must be met between any two (2) Study Leave requests. A Study Leave ~~shall~~ may be for ~~no more than six months up to a one-year~~ duration and the employee shall provide proof to the Office of Human Resources they will be studying with an accredited institution of higher education. Grades must be submitted to the Office of Human Resources at the end of the Study Leave.

C. Child Care Leave - An ~~non~~-unpaid Child Care leave of absence may be granted up to a maximum of two (2) years for an employee of either

gender, upon written request of the employee and approval of the Board of Trustees.

SECTION 19 2120. Reduced Assignment Leave

- ~~a. A reduced assignment leave may be granted with Board of Trustee approval following five (5) years of permanent service and will be prorated for part time employees. To be eligible, an employee must have exhausted all Vacation (including Vested), Personal Necessity, and Comp Time. The employee must state the reason for the leave and indicate from/to dates of the leave. A Reduced Assignment Leave shall be for a period of up to a one-year six-month duration. During the period of Reduced Assignment Leave, the employee may decrease their work hours by up to 50% of their assignment. A five (5) year requirement must be met between any two (2) Reduced Assignment Leave requests. If the reduced assignment results in the employees' work hours falling below the minimum to still receive insurance benefits through the District, the employee shall be notified in writing by the Office of Human Resources of their right to continue health insurance at the employee's expense during the period of leave.~~
- ~~b. Notification of Return from Reduced Assignment Leave – Prior to his/her expected return to work from reduced assignment leave, the employee shall notify his/her supervisor and the Office of Human Resources of the date that they will resume their full assignment. No absence under a Reduced Assignment leave shall be considered a break in service for any employee who is in paid status, and all benefits accruing under the provisions of this Agreement shall continue to accrue under such absence. A Reduced Assignment leave is not considered a break in service but will impact the employee's retirement and benefits. It is the employees' responsibility to investigate the impact of the leave on their retirement and benefits.~~

SECTION 19 20 492230. Miscellaneous

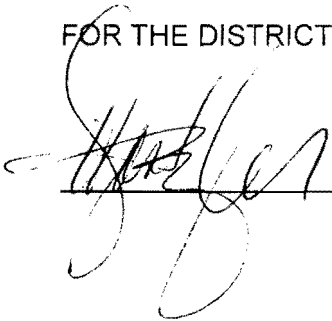
- A. A permanent employee who accepts an assignment within the District outside the bargaining unit shall, during such assignment, be considered for status purposes as serving in his/her regular position, and such an assignment shall not be considered separation from service.
- B. No absence under any paid leave provision of this Article shall be considered a break in service for any employee who is in paid status, and all benefits accruing under the provisions of this Agreement shall continue to accrue under such absence. An unpaid study leave is not considered a break in service but will impact the employee's retirement and benefits.
- C. Employees shall receive their usual compensation which shall not be deducted from accumulated sick leave, for the following:

1. When under quarantine by order of the health office of the City or County for such period of quarantine provided such period of absence is not over two (2) weeks. No more than two (2) separate periods of quarantine shall be paid for in any one (1) fiscal year to any employee.
2. When the College is closed on account of epidemic, fire, flood, or earthquake, provided that the District has made an effort to notify employees of such a closure prior to their arrival on campus, and that it has made a reasonable attempt to notify the news media of the emergency closing.
3. **Leaves may impact retirement service credit and benefits. It is the employees' responsibility to check the impact the leave shall have on his/her retirement service credit and benefits.**
4. ~~If a request for leave is denied by your immediate supervisor, the employee may appeal to the Vice President of the designated area.~~

This Tentative Agreement is subject to ratification/adoption by both parties.

Tentatively agreed to on December 2, 2015

FOR THE DISTRICT:



FOR THE ASSOCIATION:

