



Policy # HR.311
Blood Donation
Responsible VP: VP for Finance,
Treasurer
Responsible Office: Human
Resources
Approved By: Cabinet
Approved: 07/01/2022
Effective Date: 07/01/2022
Scope: All Employees
Last Revised: 09/01/2016
Last Reviewed: 07/01/2022

BLOOD DONATION

In compliance with New York State law, and in recognition of the importance of this topic from a public health perspective, the University provides its regular employees, who work an average of 20 or more hours per week, with three hours of leave per calendar year for the purpose of donating blood. Requests for more than three hours are subject to supervisory approval. Employees with accrued time may choose to use accrued sick time, personal time or vacation time for all or part of the leave taken for blood donation purposes. Supervisors may require confirmation from the employee of their attendance at the blood donation site.