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**The Roman Catholic Church of the Diocese of Phoenix  
Human Resources Policies and Procedures**

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Policy 2-7.1.3.5 Hiring – Military Service

The Diocese of Phoenix fully complies with the Uniform Services Employment and Re-employment Rights Act (USERRA). The Diocese of Phoenix will not terminate nor deny any benefits to an individual on the basis of their application for membership in, or performance of military service. Accordingly, an employee will be entitled to a leave of absence without pay while serving on active military duty, or while attending military training. An employee returning from military leave may request reinstatement to his/her previous position in accordance with USERRA.

Procedures:

For additional information, please contact the Diocese of Phoenix Human Resources Office. All locations must post a USERRA poster.

See Link: <http://www.dol.gov/vets/programs/userra/poster.htm>

Approved by Bishop Thomas J. Olmsted on October 27, 2006