

UNITED STATES DEPARTMENT OF AGRICULTURE  
FOOD SAFETY AND INSPECTION SERVICE  
WASHINGTON, DC

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<b>FSIS NOTICE</b>	55-20	10/15/20
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**LEAVE BANK PROGRAM 2020 OPEN ENROLLMENT PERIOD**

**I. PURPOSE**

This notice announces the Leave Bank Program (LBP) 2020 Open Enrollment from November 9, 2020, through December 14, 2020, for the 2021 leave year. Employees who enroll during open enrollment will be eligible to become leave recipients under the LBP from Pay Period 1 through Pay Period 26, 2021. New and returning members are to follow the instructions in [FSIS Directive 4630.5](#), Leave Bank Program. FSIS Form 4630-6, Leave Bank Program – Donor Application, is due no later than December 14, 2020, by e-mail to [FSISHR1@usda.gov](mailto:FSISHR1@usda.gov) with the subject “Leave Bank Program”. Returning members are to re-enroll each year.

**II. QUESTIONS**

For more information, e-mail [FSISHR1@usda.gov](mailto:FSISHR1@usda.gov) or call 877-FSIS-HR1 (877-374-7471).



Assistant Administrator  
Office of Policy and Program Development

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FSIS Employees

**NOTICE EXPIRES:** 11/1/21

**OPI:** OPPD