
END OF FURLOUGH - RETURN TO DUTY PROCESS

1. All employees are directed to monitor media coverage of the 2018 Appropriation to include visiting the HIDOD HRO Website: <http://dod.hawaii.gov/hro/2018-government-shutdown/>
2. When an appropriation or continuing resolution has been enacted, furloughed employees will report to work or request leave in accordance with normal leave procedures. Whether the notification occurs during duty hours or non-duty hours, employees will be expected to report to work on the next regular duty day. [Example: President signs bill at 2:30 pm Monday, 22 Jan 18; Employees return to duty on Tuesday, 23 Jan 18 at their normal duty start time].
3. The Adjutant General will notify our Department of the end of the furlough through multiple media:
 - a. PAO will publish on HIDOD website, HIARNG FB, HIANG FB, TAG FB & Twitter
 - b. HRO will publish on HIDOD website and Email distro to all HING Technicians and AGRs
 - c. HING Supervisors will further notify their employees by personal cell and/or email

LAURA J. SOARES
COL, USA
Human Resources Officer
Hawaii National Guard
3949 Diamond Head Road
Honolulu, Hawaii 96816-4495
Email: laura.j.soares2.mil@mail.mil
Office: 808-672-1321
Cell: 808-630-0116
