



Langley Research Center
Directives Management
Transmittal Sheet

June 13, 2012

Material Transmitted

Cancellation package

LAPD 3630.3 Attendance and Leave

Summary

Reason for cancellation

Replaced by LPR 3610.1, Hours of Duty & Work Schedules effective 12/5/11 and new draft LPR 3630.1, Absence and Leave

Management Representative recommendation

Recommend approval: **Upon approval and posting of official LPR 3630.1**
Kathryn C. Suddreth 6/13/2012

Approved: Original signed on file June 25, 2012
Organizational Unit Manager, OHCM Date
