

Reference No: E103/3/83; **Date:** 09/03/87

09/03/1987 LP:- Special leave for Sporting Purposes

Dear Personnel Officer

I am directed by the Minister for the Public Service to inform you that special leave with pay may be granted to officers representing Ireland at

- (1) The Olympic Games
- (2) World Championship Events
- (3) European Championship Events
- (4) Pre-Olympic Qualifying Competitions

The term Pre-Olympic at (4) above applies to those sports in which there are specific pre-Olympic qualifying events.

As you are aware the concession of special leave with pay for participation in the Olympic Games was granted in connection with the 1984 Olympic Games. The concession of special leave with pay for participation in the other levels of international event set out at (2), (3) and (4) above is effective from 1 April 1986.

Officers seeking special leave with pay for sporting purposes should submit a completed application form to you (form SLS 1 - copy enclosed) which will verify the status of the competition for which the leave is sought and supply other relevant particulars. The completed form should be retained subsequently by your Personnel Section.

Paid leave should not be granted, without the prior authority of this Department, in cases where there is financial sponsorship of the competitors beyond reasonable travelling costs, subsistence expenses or equipment costs.

Any enquiries in relation to this letter may be made to Room 3.26, Department of the Public Service, Molesworth Street, Dublin 2 (Tel. 77 96 01, Ext 506).

P O'Donoghue

APPLICATION FOR SPECIAL LEAVE
(while Representing your Country in Sport)

* Sections 1 and 2 should be completed by the Applicant and then sent to the National Governing Body of the sport for verification.

SECTION 1 APPLICANT'S DETAILS

Name _____
Address _____
Employer's Name _____
Address _____
Work Section/Branch _____

No. of Days Leave Required _____
From _____ To _____
National Governing Body of Sport
(of which Applicant is a Member)
Name _____
Address _____

SECTION 2 COMPETITION DETAILS

Title of Competition _____ Location _____
 Organising Body's Name _____ DATE From _____
 Address _____ To _____

Status of Competition

Olympic Pre-Olympic European World
 Qualifying Championship Championship
 Competition

1. Are you attending the competition as

An Individual? Yes No
 Team Member? Yes No

2. Is the competition under the auspices of the International Body of the sport? Yes No
 If "Yes", give the name of the International Body _____

3. Will you be provided with financial assistance for your attendance at the competition?
 Yes No

If "Yes", please state sources (i.e. sponsorship, grants, fees, etc.)

Signed _____ Date _____

SECTION 3 To be completed by an Officer of the National Governing Body of the Sport

* Please sign this form and return it to

- (i) the Personnel Section of the applicant's employer
- OR
- (ii) if the event is Olympic or Pre Olympic, send it to the Olympic Council of Ireland.

The person named in this form has been selected to represent Ireland at the event stated and on the dates shown. The status of the competition is as indicated by the applicant.

Signed _____ Date _____
 Chairman/Secretary/Treasurer of National Governing Body

SECTION 4 To be completed by an Officer of the Olympic Council of Ireland

This section need only be signed if the event is Olympic or Pre Olympic.

Name of Governing Body _____
 Competitor's Name _____
 Event _____

The above Governing Body must send a team to the event named by the applicant. The applicant has been selected to represent Ireland in that event.

Signed _____ Date _____
President/Secretary/Treasurer/Director