

ICC Committee absence policy:

Every committee member may have one EXCUSED absence per semester.

All subsequent excused absences and any unexcused absences shall incur make up work (and fines if necessary).

Office Labor Work Policy:

Office laborers must set up a scheduled weekly work shift. The supervising staff member must approve all exceptions. Work managers must assign laborers for at least 2 hours a week. Exceptions may be granted by the DMS in the case of total work hours owed by the house being an odd number. If a member wishes to “drop in” to do make up work they must notify their supervisor 72 hours in advance. **Houses shall be assessed on a bi-monthly basis for all missed work.** Supervisors may approve all exceptions to these rules.