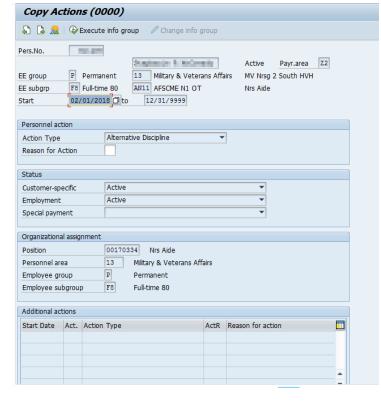
## **Alternative Discipline**

Alternative Discipline In lieu of Suspension (ADLS) replaces traditional suspension without pay. ADLS is discipline that carries the same weight as a suspension and is placed in the employee's personnel file; however, the employee still reports to work and receives pay. ADLS is mainly used for time & attendance, work performance, and corporate card misuse cases.

(Dec)			
(=   )   <mark>%</mark>		-	
Find by		N	
▼ ₽8 Person		Personnel no.	
Collective search help Gearch Term Free search		Name Ing Busine II III Towned	
		EE group P Permanent Per	rs.area 13 Military & Veterans Affairs
		EE subgroup F8 Full-time 80 Cos	st Center 13FYRLDFLT PAYROLL DEFAULT
		From 02/01/2018	
		Personnel Actions	
		Action Type	Personn EE group EE subg
		New Hire	· · · · · · · · · · · · · · · · · · ·
Hit list		Rehire	· · · · · · · · · · · · · · · · · · ·
Personnel number Name		Dual Employee Hire	
00502572	Edmund C Hill	Return from Furlough	
00614559	Edward J Hill Edwin Hill	Promotion	
00408754	Edwin Hill	Reassignment	
		Demotion	
		Downward Reclassification	
		Employment Condition Change	
		Separation	
		Begin Pd WRI/Disability	
		Begin Po WKI/Disability	
		Return from Pd WRI/Disability	
		Return from Pd WRI/Disability	



## **PA40:**

4

Enter the personnel number

Enter the effective date of the action

Click on "Alternative Discipline

Click execute

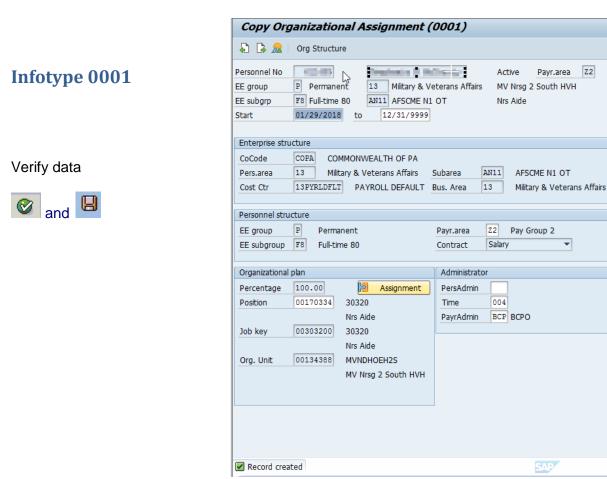


## Infotype 0000:

Verify Start date.

Reason for Action, enter "none" Maintain Text with Alternative Discipline Level 1 or Level 2. Verify position information







## PA 20

IT0000 and IT0001 to verify the Alternative Discipline was entered correctly.