

MARP Vacation policy

Revised 6/20/22

- Once license is reinstated and contract is written MARP members are eligible to have screens deferred when traveling.
- Before license reinstatement, screens can be called when out of town and it is the member's responsibility to be prepared. Any exceptions will require IPC approval.
- In order to have screens deferred while out of town on a planned vacation, the dates of the trip must be emailed (marprdd@aol.com) or faxed (662-328-1423) to The MARP Administrator a minimum of 7 days before departure. Failure to do so may result in a call for a random screen while away and you will be required to get the screen within 24 hours even if out of town.
- Planned Trips lasting more than 15 days must be approved by the Executive Board at a regular scheduled meeting before you leave. Email marprdd@aol.com at least 60 days prior to such a trip so that the Executive Board will have time to approve or deny it.
- A maximum of 2 extended trips (15 days or more) will be allowed to be excused per calendar year – and each of these must still be approved by the Executive Board in advance of travel to have screens deferred.
- A maximum of 6 trips will be allowed to be excused per calendar year – and each of these must still be approved by the Executive Board either before or after the missed meeting for the absence to be deemed excused.
- Upon return from any excused trip, your screens may be increased to at least 2 per month for that month only, then back to your regular monthly schedule.
- Any travel request should always include destination and contact information if travel is within the country.
- **EACH** travel request MUST have a separate written request by email or US Postal Service Mail or by Fax.
- The correct correspondence info:
 - Fax to 662-328-1423
 - Email; marprdd@aol.com
 - Send written letter to: MARP
211 Chapman Rd.
Columbus, MS 39705