

## ANNUAL LEAVE PLANS QUICK REFERENCE\*

Leave Plan (PeopleSoft Benefit Plan)	Coverage	Accrual Rates per Pay Period (PP) based on Total PP's Worked/Paid	Accrual Cap	Special Usage Conditions	Cash Out at Separation	Usage to Extend Service Credit at Retirement
Old Annual Leave (OLD AL)	Anyone employed on/before 10/09/83	N/A	N/A	N/A Counts towards 120 hour usage	Any remaining dollar value of the "frozen" \$ value from 1983.	Entire balance may be used
New Annual Leave (ANL LV)	Anyone employed on/before 10/09/83	00-39 = 6.15 hrs 40-78 = 7.08 hrs 79-156 = 8.92 hrs 157-260 = 10.15 hrs 261-364 = 11.38 hrs 365-494 = 11.69 hrs 495+ = +4.00 hrs/26pp	Unlimited	120 hours/year must be used after being employed for 52 pay periods	Up to 1100 hours at current rate of base pay depending upon years of service	Any balance above 1100 hours may be used
Annual Leave II (ANL LV)	Anyone hired between 10/10/83 and 12/13/98 inclusive	See New Annual Leave	Unlimited	120 hours/year must be used after being employed 52 pay periods	Up to 400 hours at current rate of base pay depending upon years of service	Limited to any balance of 401 hours to 2480 hours
Vacation/Sick Leave (VAC99 & SICK99)	Hired on or after 12/14/98 and in  Bargaining Unit 38  Unit 35 if newly hired into U35 from an open recruitment.	Vacation: 00-78 = 3.08 hrs 79-312 = 4.62 hrs 313-520 = 6.15 hrs 521+ = +4.0 hrs/26pp  Sick Leave: 00-78 = 2.46 hrs 79+ = 4.00 hrs	280 Vacation hours   Unlimited Sick Leave hours	No vacation hours may be used before 14 <sup>th</sup> pay period  No minimum annual usage; 80 Vacation hours shall be permitted after the completion of 78 pay periods  Vacation hours may be used for sick time	Up to 280 Vacation hours at current rate of base pay   Sick Leave hours have no cash value	Sick Leave hours only
Vacation/Sick Leave (VAC02 & SICK02)	Hired on or after 12/14/98 and in  Bargaining Units 1 or 14.  Unit 35 if EE promoted from Unit 14 and previously had this plan.	Vacation: 00-78 = 3.70 hrs 79-260 = 4.62 hrs 261-390 = 6.15 hrs 391-520 = 6.77 hrs 521+ = +4hrs/26pp  Sick Leave: 00+ = 4.00 hrs	00-78 pp = 260 79-260pp = 280 261-390 pp = 300 391+ pp = 320  Unlimited Sick Leave hours	None	Up to 320 Vacation hours at current rate of base pay   Sick Leave hours have no cash value	Sick Leave hours only
Modified Annual Leave II – 600 Cap (ANLV04)	Hired on or after 10/10/83 and in Bargaining Unit 2, 3, 4, 7, 10, 11, 12, 13,19, 22, 25, 30, 31, 36, 37, 39, 40, 41, 42 or 43, UNR, MGT, SMG, HDS	See Annual Leave II	600 hours	120 hours/year must be used after being employed for 52 pay periods	Up to 600 hours at current rate of base pay	Time-Off Bank hours only

\* For details, always consult Salary Resolution Sections 600/700 or the applicable MOU

Updated 07/31/17