

LVE 1.01 ANNUAL LEAVE Proposed Policy Updates

Summary of Changes

- Update language regarding request process (automated)
- Maximum Accumulation of Leave (end of year carry over)
 - Increase leave carry over from 120 hours to 200 hours, for employees other than 24/48 Fire/EMS personnel
 - Increase leave carry over from 168 to 280 hours for than 24/48 Fire/EMS personnel
- Update the leave pay-out language but keeping the maximum pay-outs at 120 and 168 (24/28 Fire)
- Annual Leave Donation section
 - Update notification process/contact to match current practice