

Personal Leave Quarters
Fiscal Year 2020
Non-Management, Corrections, and State Police

Pay Period Beginning	Pay Period Ending	Awarded in Check Date	Please Use By* (pay period end)
April 14, 2019	July 6, 2019	July 18, 2019	October 12, 2019
July 7, 2019	October 12, 2019	October 24, 2019	July 4, 2020
October 13, 2019	January 4, 2020	January 16, 2020	July 4, 2020
January 5, 2020	April 11, 2020	April 23, 2020	July 4, 2020
April 12, 2020	July 4, 2020	July 16, 2020	October 10, 2020

Please contact Employee Benefits with leave questions by calling 828-6700, Option 1 for HR and Option 3 for Benefits.

*The "Use By" dates do not apply to State Police. Please see the State Police Collective Bargaining Agreement for carry-over provisions.

**All rules governing the personal leave incentive are still applicable to the cash payout of personal leave. Personal leave accrued, not requested for payout during the correct pay period becomes non-compensable in cash as per Article 48. Personal leave paid as a cash payout is not "good time" for overtime. Only hours which would normally be accrued during the quarter are eligible to be requested as a cash payout. All hour accrued during the quarter will be paid in cash if cash option is requested. Once hours are visible in employees personal leave buckets they are no longer compensable in cash.