

The chart below shows how many hours an employee would earn during different months by leave accrual code. Employees paid bi-weekly earn the number of hours listed for a 160 day month.

Leave Accrual Factors and Monthly Equivalents

Leave Accrual Code*	Average Vacation Accruals: Per Month	Maximum Vacation Accruals**	Average Sick Accruals: Per Month	Vacation Accrual Factor: Per Hour	Sick Accrual Factor: Per Hour	Hours/Days: Per Month	Vacation Accrual: Monthly Equivalent	Sick Accrual: Monthly Equivalent
A,G	10	240	8	.057692	.046154	160-hour/20-day month	9.230720	7.384640
						168-hour/21-day month	9.692256	7.753872
						176-hour/22-day month	10.153792	8.123104
						184-hour/23-day month	10.615328	8.492336
B,H	12	288	8	.069231	.046154	160-hour/20-day month	11.076960	7.384640
						168-hour/21-day month	11.630808	7.753872
						176-hour/22-day month	12.184656	8.123104
						184-hour/23-day month	12.738504	8.492336
C,J	14	336	8	.080769	.046154	160-hour/20-day month	12.923040	7.384640
						168-hour/21-day month	13.569192	7.753872
						176-hour/22-day month	14.215344	8.123104
						184-hour/23-day month	14.861496	8.492336
D,K	16	384	8	.092308	.046154	160-hour/20-day month	14.769280	7.384640
						168-hour/21-day month	15.507744	7.753872
						176-hour/22-day month	16.246208	8.123104
						184-hour/23-day month	16.984672	8.492336
E	16	384	0	.092308	0	160-hour/20-day month	14.769280	
						168-hour/21-day month	15.507744	
						176-hour/22-day month	16.246208	
						184-hour/23-day month	16.984672	
F	0	0	8	0	.046154	160-hour/20-day month		7.384640
						168-hour/21-day month		7.753872
						176-hour/22-day month		8.123104
						184-hour/23-day month		8.492336
N	0	0	0	0	0	N/A	N/A	N/A

* Leave codes G,H,J,K apply only to former A&PS and Executive employees hired prior to July 1, 1996.

**Check applicable policies and bargaining units for conditions which permit employees to accrue vacation above the maximum.