

ACCRUAL CALCULATION POLICY SUMMARY

80 Hour Employee		Level of Qualifying Service	Hourly Rate	Max Accrued Hours in a pay period in Decimal	Max Carryover Amount (Hrs on Jan 1)
Annual Leave	0-5 years	0.057692	4.61666	240	
	5-10 years	0.069230	5.55000	240	
	10-15 years	0.080769	6.46666	280	
	15+ years	0.092307	7.40000	320	
Sick Leave	All	0.069231	5.55	No Maximum	