

**AFSCME MEF/CEO AND CITY OF SAN JOSE
MEF & CEO JOINT BARGAINING CONTRACT NEGOTIATIONS 2015**

AFSCME MEF PROPOSAL – VACATION LEAVE

Proposed MEF language:

ARTICLE 10 LEAVES

10.2 Vacation and Personal Leave

10.2.1 Eligible Full-time Employee - Vacation. Each eligible full-time employee shall be granted vacation leave with pay in accordance with the following:

10.2.1.1 An employee shall accrue vacation leave at a rate specified below for each hour worked in each year of employment as specified:

<u>Years of Service</u>	<u>Hours of Vacation Per 26 Pay Period Cycle</u>	<u>Approximate Vacation Earned Per Pay Period</u>
First 5 years	80 hours	3.076923
6 – 10 years	120 hours	4.615384
11 – 12 years	136 hours	5.230769
13 – 14 years	152 hours	5.846153
15 – 19 years	168 hours	6.461538
20 – 24 years	184 hours	7.076923
25 or more years	200 hours	7.692307

10.2.2 Vacation Leave. Use of accrued vacation or personal leave is subject to the advanced approval of the Department Director or designee. Any and all leaves granted pursuant to this Article shall be granted at such time or times as will not reduce the number of employees below that which is reasonably necessary for the efficient conduct of the public business of such department, except no employee who is authorized to take a leave for vacation purposes shall be required to commence such leave at a time other than the beginning of a work week, unless the employee elects or consents to commence such leave at another and different time. Employees shall submit written requests [to their immediate supervisor](#) for all vacation leave in advance and as early as practical. Written response to the leave request will be provided back to the employee within ten (10) working days of the receipt of the written request. [If no action is taken by the supervisor within ten \(10\) working days, then the request may be moved up to the Department Director or designee. If there is no response within twenty \(20\) working days of the original request, the vacation leave shall be considered approved.](#) Nothing in this section shall interfere with an established vacation scheduling procedure.



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Proposed CEO language:

ARTICLE 17 VACATION AND PERSONAL LEAVE

17.1 Each eligible full-time employee shall be granted vacation leave with pay in accordance with the following:

17.1.1 An employee shall accrue vacation leave at a rate specified below for each hour worked, in each year of employment as specified:

<u>Years of Service</u>	<u>Hours of Vacation Per 26 Pay Period Cycle</u>
First 5 years	80 hours
6 th year – 10 th year	120 hours
11 th year – 12 th year	136 hours
13 th year – 14 th year	152 hours
15 th year – 19 th year	168 hours
20th year – 24th year	184 hours
25 or more years	200 hours

Employees' accrual rate will change on the first pay period of the payroll calendar year in which they reach the designated years of service.

17.2 Vacation Leave

Use of accrued vacation or personal leave is subject to the advance approval of the Department Director or designee. Any and all leaves granted pursuant to this Article shall be granted at such time or times as will not reduce the number of employees below that which is reasonably necessary for the efficient conduct of the public business of such department, except no employee who is authorized to take a leave for vacation purposes shall be required to commence such leave at a time other than the beginning of a work week, unless he/she elects or consents to commence such leave at another and different time. Subject to the above provisions, preference of vacation leave timing in any calendar year shall be determined by the relative length of time served by each employee in the classification in which he/she is employed in a department of the City Government and by the length of time during which such employee has worked on any shift, if more than one shift is worked by employee in such classification. Employees shall submit written requests [to their immediate supervisor](#) for all vacation leave in advance and as early as practical. Written response to the leave request will be provided back to the employee within ten (10) working days of the receipt of the written request. [If no action is taken by the supervisor within ten \(10\) working days, then the request may be moved up to the Department Director or designee. If there is no response within twenty \(20\) working days of the original request, the vacation leave shall be considered approved.](#) Nothing in this section shall interfere with an established vacation scheduling procedure.