

# ADMINISTRATIVE REGULATIONS

APPENDIX I - July 1, 2009

## CITY OF ALEXANDRIA HUMAN RESOURCES/PAYROLL SYSTEM

### REGULAR FULL-TIME EMPLOYEES ANNUAL & SICK LEAVE ACCRUAL TABLE I

LENGTH OF SERVICE	DAYS EARNED/ YEAR	80 FT HOURS/PP ACCRUAL RATE/ MAX CAP	84 FT HOURS/PP ACCRUAL RATE/ MAX CAP	106 FT HOURS/PP ACCRUAL RATE/ MAX CAP	70 FT HOURS/PP ACCRUAL RATE/ MAX CAP
< 12 Months	13 Days	4.00 accrual 192 maximum	4.20 accrual 202 maximum	6.00 accrual 288 maximum	3.50 accrual 168 maximum
1 Year	14 Days	4.32 accrual 208 maximum	4.52 accrual 218 maximum	6.47 accrual 312 maximum	3.77 accrual 182 maximum
2 Years	15 Days	4.62 accrual 224 maximum	4.83 accrual 235 maximum	6.92 accrual 336 maximum	4.03 accrual 196 maximum
3 Years	16 Days	4.93 accrual 240 maximum	5.17 accrual 252 maximum	7.38 accrual 360 maximum	4.32 accrual 210 maximum
4 Years	17 Days	5.23 accrual 256 maximum	5.48 accrual 269 maximum	7.83 accrual 384 maximum	4.58 accrual 224 maximum
5 Years	18 Days	5.55 accrual 272 maximum	5.80 accrual 285 maximum	8.30 accrual 408 maximum	4.85 accrual 238 maximum
6 Years	19 Days	5.87 accrual 288 maximum	6.12 accrual 303 maximum	8.77 accrual 432 maximum	5.12 accrual 252 maximum
7 Years	20 Days	6.17 accrual 304 maximum	6.43 accrual 319 maximum	9.22 accrual 456 maximum	5.38 accrual 266 maximum
8 Years	21 Days	6.48 accrual 320 maximum	6.77 accrual 336 maximum	9.68 accrual 480 maximum	5.67 accrual 280 maximum
9 Years	22 Days	6.78 accrual 336 maximum	7.08 accrual 353 maximum	10.13 accrual 504 maximum	5.93 accrual 294 maximum
10 Years	23 Days	7.10 accrual 352 maximum	7.40 accrual 370 maximum	10.60 accrual 528 maximum	6.20 accrual 308 maximum
11 Years	24 Days	7.42 accrual 368 maximum	7.72 accrual 386 maximum	11.07 accrual 552 maximum	6.47 accrual 322 maximum
12 Years or more	25 Days	7.72 accrual 384 maximum	8.03 accrual 403 maximum	11.52 accrual 576 maximum	6.73 accrual 336 maximum

#### SICK LEAVE ACCRUAL TABLE I

	80 FT HOURS	84 FT HOURS	106 FT HOURS	70 FT HOURS
ACCRUAL RATE	3.69 accrual 12 days/year	3.88 accrual 12 days/year	5.54 accrual 12 days/year	3.23 accrual 12 days/year