

ADMINISTRATIVE REGULATIONS

APPENDIX I - July 1, 2009

CITY OF ALEXANDRIA HUMAN RESOURCES/PAYROLL SYSTEM

REGULAR PART-TIME EMPLOYEES ANNUAL & SICK LEAVE ACCRUAL TABLE II

LENGTH OF SERVICE	70 PT HOURS/PP ACCRUAL RATE/ MAX CAP	60 PT HOURS/PP ACCRUAL RATE/ MAX CAP	50 PT HOURS/PP ACCRUAL RATE/ MAX CAP	40 PT HOURS/PP ACCRUAL RATE/ MAX CAP	20 PT HOURS/PP ACCRUAL RATE/ MAX CAP
< 12 Months	3.50 accrual 168 maximum	3.00 accrual 144 maximum	2.50 accrual 120 maximum	2.00 accrual 96 maximum	1.00 accrual 48 maximum
1 Year	3.77 accrual 182 maximum	3.23 accrual 156 maximum	2.68 accrual 130 maximum	2.17 accrual 104 maximum	1.08 accrual 52 maximum
2 Years	4.03 accrual 196 maximum	3.47 accrual 168 maximum	2.88 accrual 140 maximum	2.32 accrual 112 maximum	1.17 accrual 56 maximum
3 Years	4.32 accrual 210 maximum	3.68 accrual 180 maximum	3.07 accrual 150 maximum	2.48 accrual 120 maximum	1.23 accrual 60 maximum
4 Years	4.58 accrual 224 maximum	3.92 accrual 192 maximum	3.27 accrual 160 maximum	2.63 accrual 128 maximum	1.32 accrual 64 maximum
5 Years	4.85 accrual 238 maximum	4.15 accrual 204 maximum	3.45 accrual 170 maximum	2.80 accrual 136 maximum	1.40 accrual 71 maximum
6 Years	5.12 accrual 252 maximum	4.38 accrual 216 maximum	3.63 accrual 180 maximum	2.97 accrual 144 maximum	1.48 accrual 72 maximum
7 Years	5.38 accrual 266 maximum	4.62 accrual 228 maximum	3.83 accrual 190 maximum	3.12 accrual 152 maximum	1.57 accrual 76 maximum
8 Years	5.67 accrual 280 maximum	4.83 accrual 240 maximum	4.02 accrual 200 maximum	3.28 accrual 160 maximum	1.63 accrual 80 maximum
9 Years	5.93 accrual 294 maximum	5.07 accrual 252 maximum	4.22 accrual 210 maximum	3.43 accrual 168 maximum	1.72 accrual 84 maximum
10 Years	6.20 accrual 308 maximum	5.30 accrual 264 maximum	4.40 accrual 220 maximum	3.60 accrual 176 maximum	1.80 accrual 88 maximum
11 Years	6.47 accrual 322 maximum	5.53 accrual 276 maximum	4.58 accrual 230 maximum	3.77 accrual 184 maximum	1.88 accrual 92 maximum
12 Years or more	6.73 accrual 336 maximum	5.77 accrual 288 maximum	4.78 accrual 240 maximum	3.92 accrual 192 maximum	1.97 accrual 96 maximum

PT SICK LEAVE ACCRUAL TABLE II

	70 PT HOURS/PP ACCRUAL RATE/ MAX CAP	60 PT HOURS/PP ACCRUAL RATE/ MAX CAP	50 PT HOURS/PP ACCRUAL RATE/ MAX CAP	40 PT HOURS/PP ACCRUAL RATE/ MAX CAP	20 PT HOURS/PP ACCRUAL RATE/ MAX CAP
SICK ACCRUAL	3.23 accrual 12 Days/Year	2.77 accrual 12 Days/Year	2.31 accrual 12 Days/Year	1.85 accrual 12 Days/Year	0.92 accrual 12 Days/Year