

Proposed State of Colorado Personal Leave Policy



The State of Colorado is proposing a new Personal Leave (PL) policy that will change the way state employees earn, manage, and spend their personal leave.

How Personal Leave compares to the current policy:

Years of Service	Current Separate Sick Leave/Annual Leave Practice			Personal Leave		
	Monthly Earning	**Max. Accrual	Pay Out Maximum	Total Monthly Earning	**Max. Accrual	PL Pay Out Maximum
1-5 yrs	8 hrs/mo AL 12 days/year	192 hrs/ 24 days	192 hours/24 days Paid in full up to max upon termination	15 hrs/mo 22.5 days/year	248 hours/ 31 days	248 hours/31 days Can be used for any reason Paid in full upon termination plus 25% of any SLTR if eligible to retire
	6.66 hrs/mo 9.99 days/year SL insurance	360 hrs SL*	Only accessed for health reasons 25% pay out only if eligible to retire			
6-10 yrs	10 hrs/mo AL 15 days/year	240 hrs/ 30 days	240 hours/30 days Used for vacation/personal days Paid in full up to max upon termination	17 hrs/mo 25.5 days/year	296 hours/ 37 days	296 hours/37 days Can be used for any reason Paid in full upon termination plus 25% of any SLTR if eligible to retire
	6.66 hrs/mo 9.99 days/year SL insurance	360 hrs SL*	Only accessed for health reasons 25% pay out only if eligible to retire			
11-15 yrs	12 hrs/mo AL 18 days/year	288 hrs/ 36 days	288 hours/ 36 days Paid in full up to max upon termination	19 hrs/mo 28.5 days/year	344 hours/ 43 days	344 hours/43 days Can be used for any reason Paid in full upon termination plus 25% of any SLTR if eligible to retire
	6.66 hrs/mo 9.99 days/year SL insurance	360 hrs SL*	Only accessed for health reasons 25% pay out only if eligible to retire			
16+ yrs	14 hrs/mo AL 21 days/year	336 hrs/ 42 days	336 hours/42 days Paid in full up to max upon termination	21 hrs/mo 31.5 days/year	392 hours/ 49 days	392 hours/49 days Can be used for any reason Paid in full upon termination plus 25% of any SLTR if eligible to retire
	6.66 hrs/mo 9.99 days/year SL insurance	360 hrs SL*	Only accessed for health reasons 25% pay out only if eligible to retire			

*Employees hired prior to 7/1/88 have individual sick leave maximums based on sick leave balance as of 6/30/88 + 360 hours.
**Is the maximum amount of personal time that can be carried over from year to year.

Immediate access to Sick Leave Transition Reserve (Reserve) for any health or FMLA qualified absence. Use of the Reserve is optional unless Short-term disability benefits have been applied for or a workers compensation claim has been filed.

Short-term disability leave (job protection) will be eliminated due to FMLA job protection being in place. Short-term disability benefit (salary replacement) will not be changed.

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See www.colorado.gov/dpa/dhr/comp/personalleave.htm for all the available info on the proposed personal leave policy
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