

# Cascading Rules for Leave



#	Leave Type	Cascade	Accrual	Limits**	Carryover**
1	Comp Time*	N/A	N	240 hours	N – FY Payout
2	Deferred Holiday*	N/A	N	40 hours	N
3	Sick Leave	3-1-2-4	8 hours/month	N	Y
4	Vacation	1-2-4	10, 12, or 14 hours/ month depending on years of service	360 hours	Y
5	Sick-Bereavement	3-1-2-4	N	N	N
6	FMLA Intermittent	3-1-2-4	N	480 hours	Rolling
7	Jury	N/A	N	N	N
8	Education Support	N/A	8 hours/year	8 hours	N
9	Blood Donation	N/A	N	2 hours per 8 max	N
10	Blood Platelets	N/A	N	4 hours per 16 max	N
11	Voting	N/A	N	2 hours	N

\* Not applicable for monthly employees

\*\* See applicable [policy](#)