

# Vacation Accrual/Carryover Schedule

for Full Time Staff Employees

| Years of State Service             | Hours Accrued<br>per month | Limit on Hours<br>Carried Forward<br>at Year End |
|------------------------------------|----------------------------|--|
| less than 2 years                  | 8                          | 180  |
| at least 2 but less than 5 years   | 9                          | 244  |
| at least 5 but less than 10 years  | 10                         | 268  |
| at least 10 but less than 15 years | 11                         | 292  |
| at least 15 but less than 20 years | 13                         | 340  |
| at least 20 but less than 25 years | 15                         | 388  |
| at least 25 but less than 30 years | 17                         | 436  |
| at least 30 but less than 35 years | 19                         | 484  |
| at least 35 years or more          | 21                         | 532  |