

Length of Service	Hours Accrued per Month	Days Accrued per Year	Allowable Carryover (Hours)
Less than 2 years	8	12.0	180
At least 2 but less than 5 years	9	13.5	244
At least 5 but less than 10 years	10	15.0	268
At least 10 but less than 15 years	11	16.5	292
At least 15 but less than 20 years	13	19.5	340
At least 20 but less than 25 years	15	22.5	388
At least 25 but less than 30 years	17	25.5	436
At least 30 but less than 35 years	19	28.5	484
At least 35 years or more	21	31.5	532

Credit for the higher rate of accrual will be given on the first calendar day of each month only if the employee's anniversary falls on that day. Otherwise, the increase in vacation leave accrual will be given on the first calendar day of the following month.³⁷² All vacation leave hours in excess of the maximum allowable carryover remaining at the end of a fiscal year must be credited to the employee's sick leave balance.³⁷³

Accruals of vacation leave end on an employee's last day of duty, which is an employee's last physical day on the job.³⁷⁴