**BI-WEEKLY LEAVE ACCRUAL RATES**

**Operational Services Family**

Float Days:
4.71 hours per pay period x 26 pay periods per year = 122.46 hours ÷ 7 hours per day = 17.5 days (or 1.46 days per month)  Note: 3 days are held back from the advance for Christmas Break

Sick Days:
4.04 hours per pay period x 26 pay periods per year = 105.04 hours ÷ 7 hours per day = 15 days (or 1.25 days per month)

Vacation:
3 Weeks: 4.04 hours per pay period x 26 pay periods per year = 105.04 hours ÷ 7 hours per day = 15 days per year (or 1.25 days per month)
4 Weeks: 5.39 hours per pay period x 26 pay periods per year = 140.14 hours ÷ 7 hours per day = 20 days per year (or 1.67 days per month)
5 Weeks: 6.74 hours per pay period x 26 pay periods per year = 175.24 hours ÷ 7 hours per day = 25 days per year (or 2.08 days per month)
6 Weeks: 8.08 hours per pay period x 26 pay periods per year = 210.08 hours ÷ 7 hours per day = 30 days per year (or 2.5 days per month)

**Facility Services, Trade Services, Applied Scientific Services Job Families**

Float Days:
4.68 hours per pay period x 26 pay periods per year = 121.68 hours ÷ 7.6 hours per day = 16 days (or 1.33 days per month)  Note: 3 days are held back from the advance for Christmas Break

Sick Days:
4.39 hours per pay period x 26 pay periods per year = 114.14 hours ÷ 7.6 hours per day = 15 days (or 1.25 days per month)

Vacation:
3 Weeks: 4.39 hours per pay period x 26 pay periods per year = 114.14 hours ÷ 7.6 hours per day = 15 days per year (or 1.25 days per month)
4 Weeks: 5.85 hours per pay period x 26 pay periods per year = 152.10 hours ÷ 7.6 hours per day = 20 days per year (or 1.67 days per month)
5 Weeks: 7.31 hours per pay period x 26 pay periods per year = 190.06 hours ÷ 7.6 hours per day = 25 days per year (or 2.08 days per month)
6 Weeks: 8.77 hours per pay period x 26 pay periods per year = 228.02 hours ÷ 7.6 hours per day = 30 days per year (or 2.5 days per month)
Security Services and Facilities Services on Alternate Hours of Work Agreement (12-hour shifts)

Float Days:
3 Days in Lieu of Christmas Break = 3 days x 8 hours per day = 24 hours

Sick Days:
4.62 hours per pay period x 26 pay periods per year = 120.12 hours ÷ 8 hours per day = 15 days (or 1.25 days per month)

Vacation:
3 Weeks: 4.62 hours per pay period x 26 pay periods per year = 120.12 hours ÷ 8 hours per day = 15 days (or 1.25 days per month)

4 Weeks: 6.16 hours per pay period x 26 pay periods per year = 160.16 hours ÷ 8 hours per day = 20 days (or 1.67 days per month)

5 Weeks: 7.70 hours per pay period x 26 pay periods per year = 200.2 hours ÷ 8 hours per day = 25 days per year (or 2.08 days per month)

6 Weeks: 9.23 hours per pay period x 26 pay periods per year = 239.98 hours ÷ 8 hours per day = 30 days per year (or 2.5 days per month)