

**PERSONAL LEAVE GRANT FOR CLASSIFIED EMPLOYEES
October 1, 2007**

Unit Codes	# of Hours	Eligibility Requirements to receive "Full" Grant	Eligibility Requirements to Receive "Partial" Grant
CLASSIFIED EMPLOYEES			
A-02, A-31, H-21, L-32, Y-23, Y-50, Y-51, Y-98, Y-99	16	<ul style="list-style-type: none"> Employee status code of [AA] OR [AD or AP w/ FTE =1]. Has completed 1,040 hours of satisfactory service. 	<ul style="list-style-type: none"> Employee status code of [AB], [AC], [AE], OR [AD or AP w/ FTE<1]. Has completed 1,040 hours of satisfactory service.
T-01	20	<ul style="list-style-type: none"> Employee status code of [AA] OR [AD or AP w/ FTE =1]. Has completed 1,040 hours of satisfactory service. 	<ul style="list-style-type: none"> Employee status code of [AB], [AC], [AE], OR [AD or AP w/ FTE<1]. Has completed 1,040 hours of satisfactory service.
E-42	16	<ul style="list-style-type: none"> Employee status code of [AA] OR [AD or AP w/ FTE =1] OR [AC and has worked at least 80 hours during the pay period ending 10/6/07]. Has completed 1,040 hours of satisfactory service. 	<ul style="list-style-type: none"> Employee status code of [AB], [AC], [AE], OR [AD or AP w/ FTE<1] OR [AC and has worked less than 80 hours during the pay period ending 10/6/07]. Has completed 1,040 hours of satisfactory service.
W-22, W-41	16	<ul style="list-style-type: none"> Employee status code of [AA] OR [AD or AP w/FTE=1]. Employee status code of [AB], [AC], [AD or AP w/ FTE<1], [AE] AND worked at least 832 hours in the last fiscal year (excluding hours in excess of 80 in a pay period). Has completed 1,040 hours of satisfactory service. 	<ul style="list-style-type: none"> Employee status code of [AB], [AC], [AE], or [AD or AP w/ FTE<1] AND worked less than 832 hours in the last fiscal year (excluding hours in excess of 80 in a pay period). Has completed 1,040 hours of satisfactory service.
U-11	16	<ul style="list-style-type: none"> Employee status code of [AA] OR [AD or AP w/FTE=1]. Employee status code of [AB], [AC], [AD or AP w/ FTE<1], [AE] AND worked at least 832 hours in the last fiscal year (excluding hours in excess of 80 in a pay period). Has completed 1,040 hours of satisfactory service. 	<ul style="list-style-type: none"> Employee status code of [AB], [AC], [AE], or [AD or AP w/ FTE<1] AND worked less than 832 hours in the last fiscal year (excluding hours in excess of 80 in a pay period). Has completed 1,040 hours of satisfactory service.
C-12	12	<ul style="list-style-type: none"> Employee status code of [AA] OR [AD or AP w/FTE=1]. Has completed 2,080 hours of satisfactory service. 	<ul style="list-style-type: none"> Partial grants are not applicable in unit code C-12.
UNCLASSIFIED EMPLOYEES			
Z-85, Z-86	16	<ul style="list-style-type: none"> Employee status code of [AF w/ FTE=1]. Has elected the Civil Service Benefits Option. 	<ul style="list-style-type: none"> Employee status code of [AF w/ FTE<1]. Has elected the Civil Service Benefits Option.

Relevant Status Codes:

- AA: Full-Time (Classified)
- AB: Part-Time (Classified)
- AC: Permanent Intermittent (Classified)
- AD: Limited Term (Classified)
- AE: Seasonal (Classified)
- AF: Unclassified
- AP: Worker's Compensation