

An. Code, 1924, sec. 18. 1920, ch. 41, sec. 18. 1939, ch. 621.

**22.** Every classified employee shall receive as vacation in each calendar year a leave of absence with pay for fifteen working days. In addition to such annual vacation leave, any employee shall be entitled to sick leave with pay for not in excess of fifteen working days in any calendar year; provided, however, that if any employee in any calendar year uses less than the full amount of sick leave allowable, two-thirds of such unused leave shall be accumulated up to one hundred working days and shall be available to such employee for sick leave at any time. Any employee using three or more days sick leave in any calendar month shall present a certificate from a duly licensed physician before receiving any pay for the period of such absence.

The Commissioner may by rule provide for granting leaves of absence for longer periods with pay or with part pay to employees who may be disabled either through injury or illness as a result of, or arising from their respective employment; and shall make such rules as may be necessary to carry out the provisions of this section.

An. Code, 1924, sec. 19. 1920, ch. 41, sec. 19.

**23.** The classification of positions to be made by the Commissioner shall be completed, and the rules to be made by the Commissioner to carry out the provisions of this Article shall be prepared and published by January 1st, 1921, or as soon thereafter as the Commissioner finds practicable, after giving public notice of the same, pursuant to Section 11 of this Article, and thereupon such classification and such rules shall become immediately effective for all positions in the classified service and thereafter, no appointments, removals, promotions, lay-offs, reinstatements, suspensions, leaves of absence or changes in class or compensation with respect to any of said positions shall be made otherwise than as provided by this Article or the rules and classification made pursuant thereto by the Commissioner.

All persons who, at the time this Article becomes applicable, hold offices or places of employment which this Article provides shall be in the classified service, shall be included under the provisions of this Article, and shall be deemed classified service employees without original examinations.

An. Code, 1924, sec. 20. 1920, ch. 41, sec. 20.

**24.** Except in the case of temporary and emergency employees herein provided for, no auditing or disbursing or other officer of the State shall approve the payment of or be in any manner concerned in paying, auditing or approving any salary, wage or other compensation for classified services unless the person to whom such salary, wage or other compensation is to be paid is a person in such classified service. Subject to the approval of the Governor, the Commissioner may by rule prohibit the payment of any salary, wage or other compensation to any employee holding a position in the classified service unless a payroll or account for such salary, wage or other compensation containing the names of the employees to be paid, a statement of the amount to be paid each such employee and the services on account of which the same is paid bearing the certificate of the Commissioner that the employees named in such payroll or account have been appointed or employed and have held their positions during the period