

10 to less than 20 years of service - 20 working days

20 years of service and more - 25 working days,

provided, however, that every classified State employee on January 1, 1957, who as of that date shall have less than five (5) years of service shall be entitled to receive, as vacation in each calendar year until his period of service reaches 20 years, a leave of absence with pay of (15) working days. The term "years of service," as used herein shall include any previous continuous State service.

Any employee using less than full vacation leave allowable beginning January 1, 1942, shall be entitled to have such unused leave accumulated up to thirty working days, which shall be available to such employee for vacation leave at any time, with the approval of the head of the department. IN ADDITION TO ANNUAL VACATION LEAVE, ANY EMPLOYEE IS ENTITLED TO SICK LEAVE WITH PAY FOR NOT IN EXCESS OF 30 WORKING DAYS IN ANY CALENDAR YEAR, AND [In] FROM AND AFTER JANUARY 1, 1975, IN addition to such annual vacation leave, any employee shall be entitled to sick leave with pay for not in excess of [thirty] 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, 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. NOTHING IN THIS SECTION MAY CAUSE AN EMPLOYEE TO LOSE ANY SICK LEAVE ACCUMULATED AS OF DECEMBER 31, [[1973]] 1974. Any employee using three or more consecutive WORKING days sick leave in any thirty-day period shall present a certificate from a duly licensed physician before receiving any pay for the period of such absence. THE SECRETARY OF THE DEPARTMENT OF PERSONNEL MAY ADVANCE UP TO SIXTY DAYS OF SICK LEAVE TO AN EMPLOYEE IN ANY CALENDAR YEAR FOR A SERIOUS DISABILITY, AILMENT OR ILLNESS.

Such annual vacation leave credits shall accrue to the employee after his first six months of State service, on a pro rata basis, and shall be available to him for such purpose at any time thereafter, with the approval of the head of the department. Sick leave credits shall accrue from the beginning of the employee's State service, on a pro rata basis, and shall be available to him for such purpose as earned, providing that whenever the employee must be absent from work because of a death in his immediate family, such absence may be charged against either earned annual vacation or earned sick leave, at the option of the employee.

Every employee shall be entitled to personal leave