

Moses Lake

I.2.3.075 Bonus for Unused Sick Leave

Each employee shall receive bonus vacation time for each full year he/she works without using any sick leave or disability. Employees working standard eight (8) hour shifts will receive a bonus of eight (8) hours and employees working twenty-four (24) hour shifts will receive twenty-four (24) hours. The bonus vacation shall be added to the employee's vacation accumulation on each anniversary date of last used sick leave.

As an added consideration, sick leave taken to attend an employee's pre-arranged medical, dental, or vision appointments shall not be considered sick leave taken in order to qualify for the bonus within this section. Department directors in consultation with the Human Resources Director may exercise discretion in determining what will be allowed to be charged against sick leave for pre-arranged appointments. Signatures on leave request and corresponding time sheets will assume department director approval. Nothing "pre-arranged" will exceed eight (8) hours.