



STATE OF NORTH CAROLINA
OFFICE OF STATE HUMAN RESOURCES
1331 MAIL SERVICE CENTER • RALEIGH, NC 27699-1331

PAT MCCRORY
GOVERNOR

C. NEAL ALEXANDER, JR.
STATE HUMAN RESOURCES
DIRECTOR

MEMORANDUM

TO: Agency and University HR Directors

FROM: C. Neal Alexander, Jr.

A handwritten signature in black ink, appearing to read "C. Neal Alexander, Jr.", positioned to the right of the "FROM:" line.

SUBJECT: 2014 Bonus Leave

DATE: August 8, 2014

The 2014 General Assembly has ratified and the Governor has signed Senate Bill 744, which grants an additional five days of annual leave (bonus leave) effective September 1, 2014, to eligible permanent State employees who are employed with the State on September 1, 2014. Permanent part-time employees shall be granted a pro-rata amount of the five days. The Bonus Leave policy (located within the Vacation Leave policy) outlines the provisions for administering this leave benefit. Revisions will be made to reflect the 2014 allotment in the next few weeks. http://www.oshr.nc.gov/Guide/Policies/5_Leave/Vacation%20Leave.pdf

The policy provisions are the same as in 2002 and 2005 when Bonus Leave was awarded. Agencies and Universities are responsible for notifying employees and supervisors about the FY 2014-2015 bonus leave and the related policy. For OSC HR/PY agencies, the leave will be added to the current Bonus Leave bucket and will become part of the approved leave (A/A 9000) hierarchy. For non-OSC HR/PY agencies, please add it to your systems as appropriate.

If you have any questions, please contact Ray Scerri at ray.scerri@nc.gov or Davita Morant at davita.morant@nc.gov or by phone at (919) 807-4800.

CAN:dwm