

Furlough (Mandatory Unpaid Time Off) Obligation Remaining by Salary Tier
(rev 11/10/09)

Year	Quarter	Months	10 Closures	NEW HIRE Obligation (with Agency Closures and/or Floats)			SEPARATING EMPLOYEE Obligation ¹ (with Agency Closures and/or Floats)				
				Hire Date	Tier 1	Tier 2	Tier 3	Separation Date ²	Tier 1	Tier 2	Tier 3
2009	3	September	0	9/1/09-10/15/09	10	12	14	9/1/09-11/26/09	1	1	1
	4	Oct 16 (fixed)	1	10/16/09-11/26/09	9	11	13				
		Nov 27 (fixed)	1	11/27/09-3/18/10	8	10	12	11/27/09-12/31/09	2	2	2
		December	0								
2010	1	January	0	3/19/10-4/15/10	7	9	11	1/1/10-1/31/10	2	2	3
		February	0					2/1/10-2/28/10	2	3	3
		Mar 19 (fixed)	1					3/1/10-4/15/10	3	3	4
	2	Apr 16 (fixed)	1	4/16/10-6/17/10	6	8 ³	10 ³	4/16/10-4/30/10	4	4	5
		May	0					5/1/10-5/31/10	4	5	5
		Jun 18 (fixed)	1					6/1/10-6/30/10	5	6	6
	3	July	0	7/1/10-8/19/10	5	6	7	7/1/10-8/19/10	5	6	7
		Aug 20 (fixed)	1	8/20/10-9/16/10	4	5	6	8/20/10-9/16/10	6	7	7
		Sept 17 (fixed)	1	9/17/10-11/25/10	3	4	5	9/17/10-11/25/10	7	8	8
	October	0									
	4	Nov 26 (fixed)	1	11/26/10-3/17/11	2	3	4	11/26/10-11/30/10	8	9	9
		December	0					12/1/10-12/31/10	8	9	10
		January	0					1/1/11-3/17/11	8	10	11
February	0										
2011	1	Mar 18 (fixed)	1	3/18/11-3/31/11	1	2	3	3/18/11-3/31/11	9	11	12
		April	0	4/1/11-5/19/11	1	2	2	4/1/11-5/19/11	9	11	13
		May 20 ⁴ (fixed)	1	5/20/11-6/15/11	1 ⁵	1 ⁵	1	5/20/11-6/30/11	10	12	14
	June	0	6/16/11-6/30/11	0	0	0					

NOTES:

¹ Employees who retire or otherwise separate from the State prior to the end of the biennium are required to schedule and take the number of mandatory unpaid time off days identified for their separation date prior to separating. The mandatory unpaid time off days must be scheduled quarterly, unless an alternate plan is agreed upon between the employee and supervisor, to ensure the obligation is completed prior to separation.

² Break points for separation dates are based either on closure dates or the end of a month (typically the day before a retirement effective date).

³ An employee hired after June 15, 2010 will not be required to take the float mandatory unpaid time off day for that FY. However, the obligation shall be taken in the subsequent fiscal year.

⁴ Tier 1 & 2 promotions and reclassifications upwards, effective after May 20, 2011, will not have an additional mandatory unpaid time off obligation.

⁵ The one day mandatory unpaid time off obligation only applies to employees who observe all float days. Those who observe closures have no further obligation after May 20, 2011, except for Tier 3.