

Attachment - A

Rule 712 Sick Leave Credits Upon Separation:

- (a) Termination - Any employee whose ~~terminates his/her~~ service with the County ~~has been terminated~~ before retirement shall not be paid or receive any credit for unused sick leave at the time of termination.
- (b) Retirement - Any employee who retires from the County under PERA and has a minimum of five (5) years creditable County service (reference Rule 304) may be allowed to use his/her unused sick leave balance to extend his/her service time on an hour-for-hour basis. ~~("Pre-Retirement Sick Leave Status")~~. Full-time regular personnel may be allowed to use a maximum of 520 hours of accrued and unused sick leave to extend his/her service time under PERA. Shift firefighter personnel may be allowed to use a maximum of 728 hours. Part-time employees' maximum accrual shall be prorated based on the number of hours worked in a forty (40) hour work week. ~~(Subsection 10-11-2U, 1978 NMSA provides for use of sick leave in this manner.)~~ To be eligible for this benefit, an employee must file his/her intent to retire with PERA, the Department Director, and the Human Resources Division. Employees in Pre-Retirement Sick Leave Status are not eligible to take bereavement leave. An employee may not rescind the intent to retire after its submission to PERA, the Division Director, or the Human Resources Division if the employee begins using sick leave for pre-retirement purposes as defined herein.

HISTORY: APPROVED 8/5/65; AMENDED 5/14/79; AMENDED 5/7/84; AMENDED 3/13/90; AMENDED 2/13/95; AMENDED 9/11/07; AMENDED 9/10/13