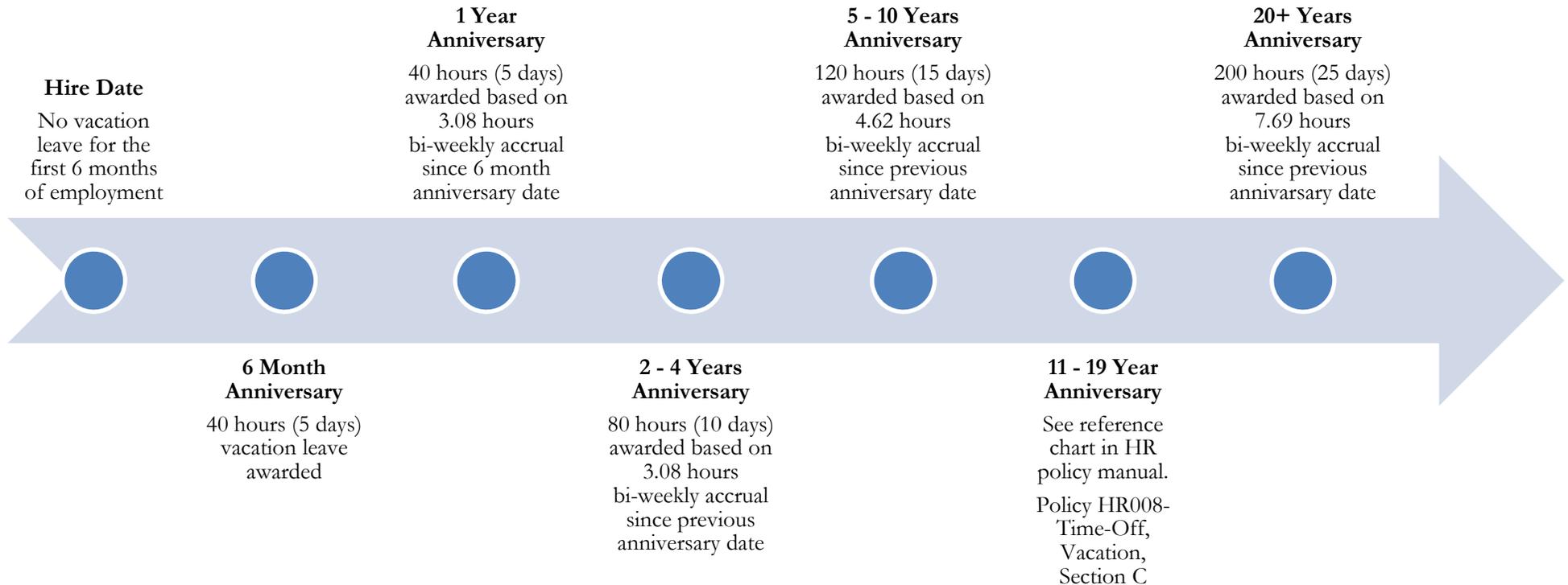




County of Galveston

Vacation Leave Awards & Policy



Important Notes

- Governed by Policy HR008 – Time-Off
- Full-Time, benefit-eligible employees may accumulate up to 150% of their yearly entitlement. Excess unused hours will be forfeited.
- Half-Time, benefit-eligible employees accrue vacation leave at one-half the rate of full-time employees
- Employees may use their bi-weekly accrual hours as it accrues
- Hourly, non-benefit employees do not accumulate vacation leave