

IN THE SUPERIOR COURT OF THE STATE OF ARIZONA
IN AND FOR THE COUNTY OF MOHAVE

FILED

2016 JAN 12 PM 4:48

VIRLYNN TINNELL
SUPERIOR COURT CLERK

IN THE MATTER OF:

ADOPTION OF CHANGE TO
PAID TIME OFF (PTO) ACCRUALS

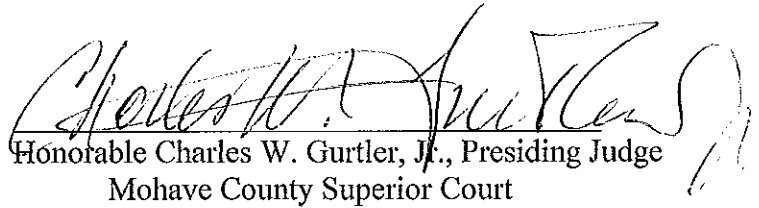
ADMINISTRATIVE ORDER
2016 - 01

WHEREAS, on January 4, 2016, the Mohave County Board of Supervisors approved amending the rate of accruals, carryover and severance payout for paid time off for all new hires effective January 23, 2016.

IT IS ORDERED that the Superior Court adopt the attached PTO accrual, carryover and severance payout for all new hires effective January 23, 2016.

IT IS FURTHER ORDERED that effective January 23, 2016, that all new hire eligible part-time employees shall accrue PTO leave at 50% of the hours accrued per pay period based on their budgeted position allocation and upon the attached PTO accrual.

DATED this 12th day of January, 2016.


Honorable Charles W. Gurtler, Jr., Presiding Judge
Mohave County Superior Court

Original: Filed with Clerk of the Superior Court

Recommendation:

To accept the following PTO accrual yearly carryover and severance payout for NEW Employees. Figures are based on an eight (8) hour work day.

Years of Continuous Service	Hours Accrued Per Pay Period	Hours Accrued Per Year (totals rounded to nearest hour/day)
Starting on date of hire through end of year 2	4.62	120 = 15 Days
Starting on year 3 through end of year 4	6.15	160 = 20 Days
Starting on year 5 through end of year 9	7.12	185 = 23 Days
Starting on year 10 through end of year 14	8.08	210 = 26 Days
Starting on year 15 +	9.23	240 = 30 Days

The total yearly carryover and severance payout not to exceed 300 hours.