

2024 CITY OF SAN JOSÉ – OE#3 NEGOTIATIONS

CITY PROPOSAL TO OE#3 – HOUSEKEEPING- INCORPORATION OF LUNAR NEW YEAR SIDE LETTER AGREEMENT

City Proposed Language:

ARTICLE 16 HOLIDAYS

16.1 Except as otherwise provided, each full-time employee who is on paid status before and after the holidays specified below shall be entitled to paid holiday leave on each of the following specified days, and on no other day, during the term of this Agreement:

- | | |
|--------------------------------|-----------------------------------|
| New Year’s Day | Indigenous People’s Day |
| Martin Luther King Day | Veterans Day |
| Lunar New Year | Thanksgiving Day |
| President’s Day | Day After Thanksgiving |
| Cesar Chavez Day | Christmas Eve Day |
| Memorial Day | Christmas Day |
| Juneteenth | |
| Independence Day | |
| Labor Day | New Years Eve Day |

ARTICLE 17 VACATIONS AND PERSONAL LEAVE

17.4 Personal Leave

Each full-time employee shall be entitled to a total of ~~twenty-four (24)~~ [thirty-two \(32\)](#) hours per payroll calendar year, ~~eight (8) hours of which is granted in recognition that City employees may wish to observe a personal holiday that is not observed by the City.~~ Such leave may be scheduled in fifteen (15) minute increments, at any time, subject to approval of the supervisor. Personal leave does not accrue. Any such leave not taken by the date of separation for employees separating during the year, or by the end of the last pay period in the calendar year for other employees shall not be paid out nor carried over to subsequent years. Under no circumstances, such as promotion, transfer, and/or rehire, shall an employee receive more than ~~twenty-four (24)~~ [thirty-two \(32\)](#) hours of Personal Leave in any given calendar year.

17.4.1 Full-time employees hired on or after July 1st shall be entitled to only twelve ~~(12) hours~~ [sixteen \(16\)](#) of personal leave in the first payroll calendar year in which they were hired.

17.4.2 ~~Effective the first pay period of payroll calendar year 2022,~~ [A](#)n employee on a reduced work week schedule will receive personal leave as indicated in the chart below, even if the actual hours worked exceed that amount.

Scheduled Work Hours per Week	Benefit Level	Hours of Personal Leave
35-39.9 hours per week	100%	24 32 hours

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30-34.9 hours per week	75%	18-24 hours
25-29.9 hours per week	62.5%	15-20 hours
20-24.9 hours per week	50%	12-16 hours
Less than 20 hours per week	Unbenefited	None

- 17.4.3 ~~Effective the first pay period of payroll calendar year 2023, a~~An employee who is promoted or demoted into an OE#3-represented classification will have the number of Personal Leave hours they receive upon promotion or demotion reduced on an hour-for-hour basis based on their usage of Personal Leave and/or Executive Leave within the same payroll calendar year.