

ANNUAL LEAVE ALLOWANCES

In line with the 2021/22 PSC Pay Agreement and the harmonisation of annual leave provisions across the PSC, civil servants who at 1 April 2021, had an annual leave entitlement of less than 28 days, adopted the annual leave allowances as shown in the table below:

| Length of Service | Annual Leave (Days) |
|--------------------------|----------------------------|
| On appointment | 21 |
| After 1 year | 22 |
| After 3 years | 24 |
| 5 years | 25 |
| 8 years | 27 |
| 10 years | 28 |

Those civil servants who at 1 April 2021 had an annual leave entitlement of 28 days or more, retained that entitlement and the provision for progression to further leave entitlement through length of service as set out in the table below:

| LEAVE BAND ALLOWANCE DAYS) | PAY SPAN | COMPLETED YEARS | |
|-----------------------------------|-----------------------|------------------------|-----------------|
| | | SERVICE | (WORKING |
| A & B | I, II, III & IV | 0 | 22 |
| | | 1 | 23 |
| | | 2 | 24 |
| | | 5 | 25 |
| | | 8 | 27 |
| | | 10 | 28 |
| | | 15 | 30 |
| C, D, E & F | V, VI, VII, VIII & IX | 0 | 22 |
| | | 1 | 23 |
| | | 2 | 24 |
| | | 4 | 25 |
| | | 6 | 27 |
| | | 8 | 28 |
| | | 10 | 30 |

Officers in leave bands D E and F who have a more beneficial entitlement at present may retain their existing allowance until such time as it is more beneficial to transfer to the entitlements under this Agreement.

OBSOLETE ANNUAL LEAVE ALLOWANCES
(APPLICABLE ONLY TO CIVIL SERVANTS IN POST AS AT 31 JULY 1996)

| | | | |
|---------|-----------|----|----|
| A | I & II | 0 | 22 |
| | | 1 | 25 |
| | | 20 | 30 |
| B | III & IV | 0 | 22 |
| | | 1 | 25 |
| | | 20 | 30 |
| C | V | 0 | 22 |
| | | 1 | 25 |
| | | 15 | 30 |
| D, E, F | VI, VII | 0 | 25 |
| | VIII & IX | 10 | 30 |

These allowances became obsolete on 31 March 1996. Civil servants who were in post on 31 July 1996 may calculate their annual leave allowance using the obsolete allowance or the new allowances which applied from 1 April 1996, whichever proves to be more beneficial.

Last amended September 2021 – Amendment Reference PSC 15-152