

PROPOSED AMENDMENT TO CS REGULATIONS

Ref:	C S Regulations 09-005
Re:	CS Regulations F84 Annual Leave & Public Holidays During Maternity Leave
Proposal:	To amend reference to unpaid leave to 'additional' maternity leave and provide details of the minimum amount of leave entitled to (both statutory and contractual).
Existing Regulation :	<p>84. ANNUAL LEAVE & PUBLIC HOLIDAYS DURING MATERNITY LEAVE</p> <p>Contractual annual leave allowance continues to accrue during periods of ordinary maternity leave. No contractual annual leave allowance will accrue for periods of additional maternity leave, see Regulation F11. Public and privilege holidays falling during unpaid leave will be unpaid.</p> <p>During periods of unpaid maternity leave when contractual leave does not accrue, statutory leave will accrue accordingly (4 week's leave per annum). Accrued statutory leave cannot be carried forward into a new leave year.</p> <p>Where possible, to avoid the loss of annual leave, an officer should try and take any unused, accrued annual leave, prior to going on maternity leave. The provisions in relation to carrying over leave referred to in Regulation F14 still apply.</p> <p>Should an officer return to work on reduced hours, credits of annual leave accrued prior to and during maternity leave will be proportionate to the contract in force at the time and will not be reduced on a pro-rata basis in accordance with the newly contracted hours, i.e. an officer working full time prior to taking maternity leave, who reduces her hours to half time on return to work, will have accrued her annual leave at a daily rate of 7.24 hours and she will be credited at 7.24 hours daily rate, not at the new half time rate of 3.42 hours.</p>
Proposed Amendment:	<p>84. ANNUAL LEAVE & PUBLIC HOLIDAYS DURING MATERNITY LEAVE</p> <p>Contractual annual leave allowance continues to accrue during periods of ordinary maternity leave (OML). No contractual annual leave allowance will accrue for periods of additional maternity leave (AML), see Regulation F11. Public and privilege holidays falling during unpaid leave will be unpaid.</p> <p>During periods of additional maternity leave when contractual leave does not accrue, statutory leave will accrue accordingly (4 week's leave per annum in total, made up of both contractual and statutory leave). Public/Privilege</p>

	<p>holidays falling within either OML/AML will not be carried forward after maternity leave. Accrued statutory leave cannot be carried forward into a new leave year.</p> <p>Where possible, to avoid the loss of annual leave, an officer should try and take any unused, accrued annual leave, prior to going on maternity leave. The provisions in relation to carrying over leave referred to in Regulation <u>F14</u> still apply.</p> <p>Should an officer return to work on reduced hours, credits of annual leave accrued prior to and during maternity leave will be proportionate to the contract in force at the time and will not be reduced on a pro-rata basis in accordance with the newly contracted hours, i.e. an officer working full time prior to taking maternity leave, who reduces her hours to half time on return to work, will have accrued her annual leave at a daily rate of 7.24 hours and she will be credited at 7.24 hours daily rate, not at the new half time rate of 3.42 hours.</p>
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Agreed and authorised by Joint Secretaries of JNC

for GOA A. Mostert Date 13/10/10

for CSC Keith Sturt Date 18/10/10

I authorise the above amendment to be incorporated in the Civil Service regulations/handbook and to be uploaded on to the intranet.

An IOM Government All Staff notice prior to implementation is* / is not* required (please delete as appropriate)

Signed Amanda Haxby

Head of Employee Relations and Policy

Instruction for implementation:

Passed to C. Alexander

By A. Haxby Date 19/10/10

Date regs updated

Previous regulation amendment reference (if any) :	
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