

### In 2009, Cabinet agreed maximum leave provisions for the Public Service.

For sick leave, this is an entitlement of 10 days personal leave and care for dependents for each of the first 2 years of service and 15 days per annum thereafter, with a maximum accumulation of 260 days. Some entitlements predate the introduction of the leave maxima.

#### Minimum sick leave entitlement

The most common minimum sick leave entitlement is 10 days, provided in 64 percent of agreements (69 percent of full time equivalent (FTE)).

- Fifteen percent of agreements, covering 11 percent FTE, provide sick leave on an “actual and reasonable”, or discretionary, basis.

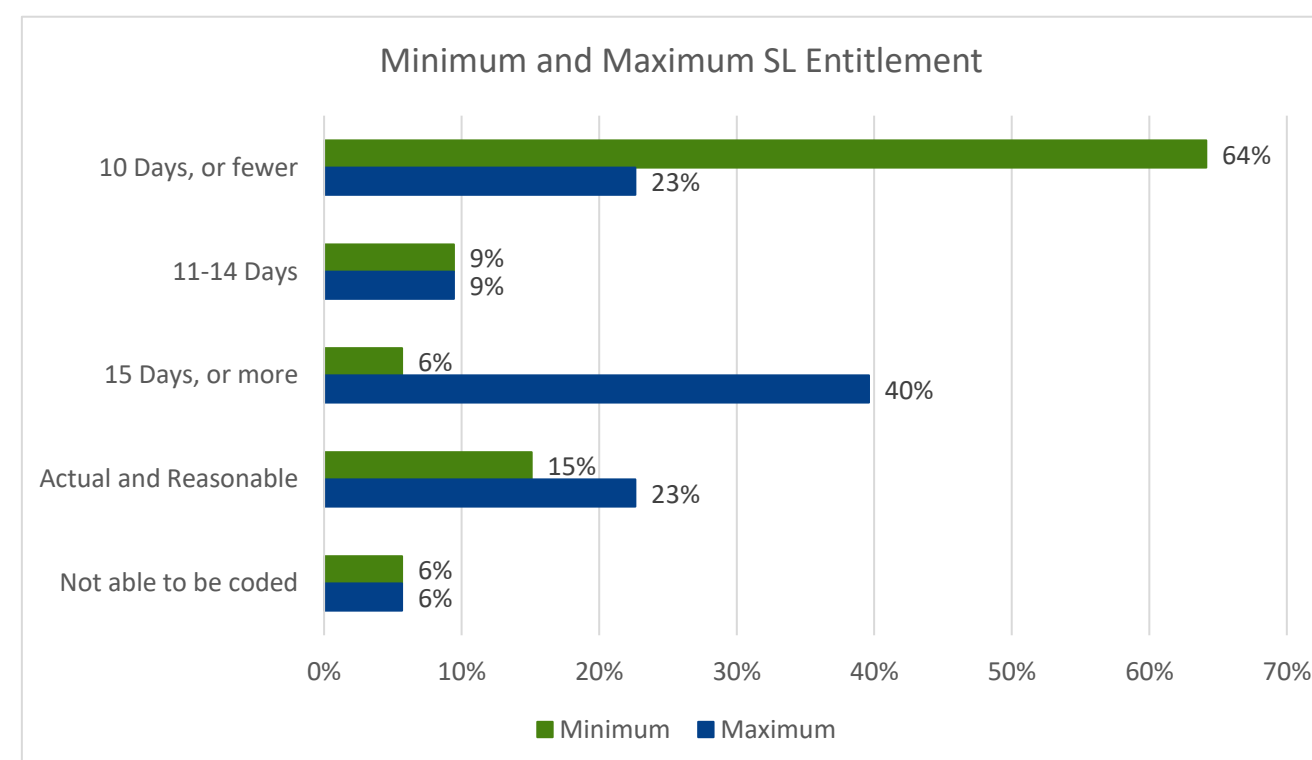
#### Maximum sick leave entitlement

Maximum entitlements for sick leave vary more widely than minimum entitlements.

- By collective agreement the most common maximum entitlement is 15 days, provided in 40 percent of agreements, covering 31 percent of FTE.
- By FTE, the most common maximum entitlement is 10 days, provided in 23 percent of agreements, covering 36 percent of FTE, indicating these agreements tend to cover larger workforces.

#### Dependents leave

- Most collective agreements (85 percent) specify that leave for domestic purposes is included in the same entitlement for an employee’s personal sick leave entitlement, in other words, sick leave can be used for personal sick leave, or to care for an unwell dependent.
- Eleven percent of all agreements provided for dependent leave entitlements separate.



#### Time to reach maximum sick leave entitlement

A maximum sick leave entitlement applies after some period of service:

- Forty-nine percent of agreements provide an entitlement to increased sick leave after two years’ service.
- Forty-two percent of agreements do not provide additional leave based on tenure. This includes agreements which specified minimum entitlements of 15 days, already at the maxima.

#### DISCLAIMER

This covers only Public Service collective agreements which were current and available as at 1 December 2022, including agreements which have expired but remained in force at the time. This data was collected from collective agreements provided from Departments and Departmental Agencies which does not include IEA terms and conditions or any internal HR policies.