

### Implementation of sections 2.24 and 2.25 of the Haddington Road Agreement (HRA)

#### Declaration of selection of Alternative Option

Name (please print): \_\_\_\_\_

Staff No: \_\_\_\_\_

I confirm that I do not wish the default deduction of annual leave days to apply to my record and instruct that the following alternative option (**SELECT ONE OPTION ONLY**) should apply:

**OPTION 2:** A cash deduction from salary of an equivalent amount to the net value of 6 / 4 / 2 days\* annual leave, as appropriate.

*\*The correct cash deduction will be as follows (pro-rata for part-time):*

*Reach maximum point of scale prior to/during 2013 – amount equal to net value of 6 days*

*Reach maximum point of scale during 2014 – amount equal to net value of 4 days*

*Reach maximum point of scale during 2015 – amount equal to net value of 2 days*

**OR**

**OPTION 3:** A cash deduction from salary of an equivalent amount to the net value of one-half/ third / quarter\* of the most recent increment, as appropriate.

*\*The correct cash deduction will be as follows (pro-rata for part-time):*

*Reach maximum point of scale prior to/during 2013 – amount equal to net value of one-half*

*Reach maximum point of scale during 2014 – amount equal to net value of one-third*

*Reach maximum point of scale during 2015 – amount equal to net value of one-quarter*

I note that cash deductions will commence on 1<sup>st</sup> June 2014 or the date on which I reach the maximum point of the scale (whichever is later) and will cease 12 months later.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**Please return to the Department of Human Resources no later than 30<sup>th</sup> April 2014**

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*For Office Use Only (cash deduction to be adjusted if Absence Management FTE less than 1.0):*

Max Point Date: \_\_\_\_\_ Absence Management FTE: \_\_\_\_\_

Amount of Deduction: \_\_\_\_\_ Deduction adjusted for FTE: \_\_\_\_\_

Date deductions commence: \_\_\_\_\_ Date deductions cease: \_\_\_\_\_

Input Date: \_\_\_\_\_ Signed: \_\_\_\_\_