

**North Orange County Regional Occupational Program  
VACATION  
ROP BP 4262**

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## **Policy**

### **Classified Personnel**

The Governing Board recognizes the value of vacation leave for ROP employees and grants twelve month, full-time eligible classified personnel the following vacation leave:

12 days per year    =    1-5 years of service

15 days per year    =    6-14 years of service

20 days per year    =    15 or more years of service

Vacation leave for part-time or less than twelve month classified personnel shall be prorated based on actual hours worked to full-time equivalency.

Revised:    September 20, 2001  
Approved:    February 13, 1990