

CHAPTER 6.00 - PERSONNEL

Holiday Pay

6.231

1. Holiday Rules. The following provisions apply in determining whether an employee is entitled to pay for holidays.
 - a. An employee who terminates employment and does not report for work on the first day following a holiday shall not receive pay for the holiday. The termination date shall be considered the last work day on which the employee is paid prior to the holiday.
 - b. An employee who is on paid leave before and after a paid holiday, or who is on leave before a paid holiday and reports for work on the first day following the paid holiday, shall receive pay for such paid holiday if the employee is paid for at least ten (10) consecutive work days prior to and including the last work day prior to the paid holiday.
2. Hardship Waiver – Medical. An employee who does not qualify for compensation over a holiday because he or she was not paid for 10 consecutive days prior to the holiday due to a bona-fide medical emergency may apply to the Human Resources Department for a hardship waiver of the disqualification. To be eligible for a waiver, the employee's medical emergency must be bona-fide, unexpected and appropriately documented by the employee's attending physician. It must involve an overnight hospital stay, an outpatient surgical procedure or a contagious condition.

In reviewing the request for an emergency medical waiver, the Human Resources Department should consider the nature, severity, and foreseeability of the emergency, and the reasons for the employee exhausting his or her accrued leave prior to the emergency.

3. Hardship Waiver – Death. When an employee's absence was due to a death in his or her immediate family, the employee may also apply for a hardship waiver. For purpose of this paragraph, "Immediate family" is defined as spouse, parent, sibling, child, grandparent, grandchild, or their in-law or step relative counterparts. The Human Resources Department may grant the waiver in the exercise of its judgment and discretion.

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STATUTORY AUTHORITY: 1001.41, 1001.42, F.S.

LAW(S) IMPLEMENTED: 1001.42(5), 1011.60, F.S.

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