Administrative Order: File # 3; Ordinance #: 17306

Effective October 1, 1985

## BENEFITS FOR TRANSFERRED EMPLOYEES INTO UNCLASSIFIED/MERIT SYSTEM POSITIONS:

This policy was set up to establish a method of conveying benefits to persons appointed to non-elective unclassified positions in the City of Saint Paul and who were immediately prior to such appointment employed by another public agency.

In all cases where appointees in non-elective, unclassified positions in the City of Saint Paul who were employed by any public agency having a merit system immediately prior to such appointment, the following may be included as compensation:

- 1. Any sick leave which said appointee may have accumulated in their prior employment may be transferred to the City of Saint Paul but may not exceed what would have been earned if they had been an employee of the City during the time he was employed by such agency.
- 2. The amount of time worked by said appointee at the previous public agency may be applied to the time necessary for obtaining vacation in the City of Saint Paul=s vacation system. This provision shall not serve as a basis for transferring accumulated vacation from the previous employment.
- 3. Any time of employment served by said appointee at the previous public agency will serve as credit for the time necessary to obtain City paid health insurance benefits.

## IF YOU HAVE FURTHER QUESTIONS REGARDING THIS POLICY, PLEASE CONTACT:

Human Resources (651) 266-6500