
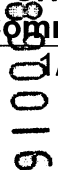


MEMORANDUM

**CITY OF PHILADELPHIA
Office of Human Resources**

Date: February 5, 2016
To: Joan Decker, Records Commissioner
From: Albert L. D'Attilio, Human Resources Director 
Subject: Amendments of Civil Service Regulations

In accordance with Sections 7-400 and 8-407(a) of the Home Rule Charter, listed below are amendments of the Civil Service Regulations approved by the Administrative Board on February 5, 2016.

Regulation Number	Regulation	Approved By Civil Service Commission On:
21.146-1	Use of Accumulated Sick Leave to Purchase Additional Post-Retirement Health, Medical, Dental, Optical and Prescription Coverage for Uniformed Employees of the Deputy Sheriff Classes in the Sheriff's Office	1/20/2016 

DEPARTMENT OF RECORDS
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Civil Service Regulation 21 – Sick Leave

To be amended as follows:

21.14 - PAYMENT FOR UNUSED ACCUMULATED SICK LEAVE UPON RETIREMENT. An employee who terminates his/her employment to immediately become pensioned under one of the City's pension plans, shall, as of the date of termination, receive payment at his/her then current regular rate of pay for unused sick leave as follows:

21.141 - NON-UNIFORMED CLASSES. A non-uniformed employee who terminates his/her employment to immediately become pensioned under one of the City's pension plans, shall, as of the date of termination, receive payment at his/her then current regular rate of pay for thirty (30) percent of the number of days of accumulated sick leave. The maximum number of accumulated sick leave days is not to exceed two hundred (200) days.

In lieu of a cash payment at retirement, a non-uniformed employee may elect to use all or part of his or her accumulated sick leave to purchase an extension of the five (5) year period of retiree health coverage provided under Regulation 27.0117. For the purposes of purchasing such extended coverage, the employee may designate accumulated sick leave in 15 day blocks. Such time shall be converted to the cash amount and reserved to pay benefits at the end of the initial post retirement coverage at the monthly contribution rate in effect when such coverage commences.

21.142 - POLICE AND PROSECUTION DETECTIVE CLASSES OF THE POLICE DEPARTMENT AND THE DISTRICT ATTORNEY'S OFFICE. A uniformed or investigatory employee of the Police and Prosecution Detective classes of the Police Department and the District Attorney's Office at the time of retirement or if he/she dies while on active duty, his/her beneficiary(s) shall be paid for employees who retire:

- a. Before November 1, 2007, with accumulation of 225 days or less, the payment shall be an amount equal to fifty percent (50%) of the accumulated days not to exceed a maximum of sixty-two and one half (62_1/2) days of compensation.
- b. Before November 1, 2007, who have accumulated more than 225 days of sick leave the payment shall be 33_1/3% of accumulated sick leave.
- c. On or after November 1, 2007, the payment shall be an amount equal to fifty percent (50%) of the accumulated days, except for employees eligible for the lifetime attendance achievement defined in paragraph d below.
- d. On or after November 1, 2007, who have accumulated 2,500 or more hours of sick leave at retirement, shall be compensated at 60% of all such time in lieu of the payment described in paragraph c.

In lieu of a cash payment at retirement, a uniformed or investigatory employee of the Police and Prosecution Detective classes of the Police Department and the District Attorney's Office may elect to use all or part of his or her accumulated sick leave to purchase an extension of the five (5) year period of retiree health coverage provided under Regulation 27.0117. For the purposes of purchasing such extended coverage, one hundred and twenty (120) hours of accumulated sick leave shall purchase six (6) months of extended coverage. All such purchases shall be made by exchange of blocks of one hundred and twenty (120) hours.

21.142-1 - Use of Accumulated Sick Leave to Purchase Additional Post-Retirement Health, Medical, Dental, Optical and Prescription Coverage for Uniformed or

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Investigatory Employee of the Police and Prosecution Detective Classes of the Police Department and the District Attorney's Office If the retirement of a uniformed or investigatory employee of the Police and Prosecution Detective classes of the Police Department and the District Attorney's Office occurs on or after July 1, 2004, the hours of sick leave required to purchase six (6) months of additional health, medical, dental, optical and prescription coverage shall be determined by applying the cash payment formula as provided in Appendix D of the 1990 Act 111 Interest Arbitration Award, according to the following schedule:

Employees in Pay Ranges	Hours of Post Formula Sick Leave Required to Purchase 6 Months of Additional Health Insurance
202,203,299	120
204	110
205	105
206	95
208	80
209	75
210	70
211	65

All such purchases must be in full blocks of the amount required to purchase six (6) months of extended coverage. Hours of compensable sick leave not exchanged for extended health care coverage, shall be compensated at the employee's rate of pay at the time of separation.

21.143 - FIRE CLASSES. A uniformed employee of the Fire Department shall at the time of retirement receive payment for accumulated sick leave according to the following schedule:

- a. For accumulated hours up to 1890 hours an employee who retired prior to October 17, 2008 shall receive forty percent (40%) of such time plus twenty (20) hours.
- b. For accumulated hours in excess of 1890 hours an employee who retired prior to October 17, 2008 shall receive thirty percent (30%) of such time.
- c. For employees who retire on or after October 17, 2008 and who have accumulated up to 2,500 hours of unused sick leave, the payment shall be an amount equal to fifty percent (50%) of the accumulated, unused sick leave.
- d. For employees who retire on or after October 17, 2008 and who have accumulated 2,500 hours or more of unused sick leave, the payment shall be an amount equal to sixty percent (60%) of the accumulated, unused sick leave.

These payments shall be made within thirty (30) days of retirement. Should an employee die while on active duty the beneficiary(s) shall receive such payment.

21.144 - SCHOOL CROSSING GUARDS. A School Crossing guard who terminates her employment to immediately become pensioned under one of the City's pension plans, shall, as of the date of termination, receive payment at her then current regular rate of pay for thirty (30) percent of the number of days of accumulated sick leave, provided however, that in the event of the death of the employee prior to separation or retirement

from the City service, such payment shall be paid to the designated beneficiary. The maximum number of accumulated sick leave days is not to exceed two hundred (200) days.

21.145 - REGULATION 32 EMPLOYEES. Regulation 32 employees who were employed in secondary positions shall receive payment for their accrued balance of unused sick leave at the time of retirement from both their uniformed or non-uniformed primary position(s) of employment prior to permanent disability and secondary Regulation 32 employment(s) in accordance with the provisions for sick leave payment for their primary employment.

21.146 - DEPUTY SHERIFF CLASSES. An employee in a class in the Deputy Sheriff Pay Plan who terminates employment to immediately become pensioned under one of the City's pension plans shall as of the date of termination receive payment at the employee's current rate of pay for fifty (50) percent of the number of days of accumulated sick days to a maximum of sixty-two and one-half (62_1/2) days. Effective July 1, 2005, in addition to the current payout at retirement, employees in a class in the Deputy Sheriff Pay Plan who have accrued more than 125 days of earned but unused sick leave will be paid for 30% of earned but unused sick leave for those accumulated days above 125 days to the 225 day maximum accumulation. The beneficiary(ies) of an employee in the Deputy Sheriff Pay Plan who dies while an active employee shall receive pay at the current rate of pay for twenty-five percent (25%) of the number of days accumulated sick leave to a maximum of fifty-six and one quarter (56_1/4) days. The maximum number of days which may be accumulated is not to exceed two hundred twenty-five (225) days.

21.146-1 Use of Accumulated Sick Leave to Purchase Additional Post-Retirement Health, Medical, Dental, Optical and Prescription Coverage for Uniformed Employees of the Deputy Sheriff Classes in the Sheriff's Office. If the retirement of a uniformed employee of the Deputy Sheriff classes of the Sheriff's Office occurs on or after July 1, 2000, an employee, at retirement, may elect to use all or part of his or her accumulated sick leave to purchase an extension of the five (5) year period of retiree health, medical, dental, optical and prescription coverage in lieu of receiving a cash payment as currently provided. For purposes of purchasing extended coverage, one hundred twenty (120) hours of accumulated sick leave will buy six (6) months of extended coverage. All such purchases must be in full blocks of one hundred twenty (120) hours.

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