

# 2020

## JANUARY

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## FEBRUARY

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

## MARCH

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

## APRIL

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

## MAY

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## JUNE

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

## JULY

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## AUGUST

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

## SEPTEMBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

## OCTOBER

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## NOVEMBER

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

## DECEMBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## Holidays

- January 01**  
NEW YEAR'S DAY
- January 17**  
LEE-JACKSON DAY
- January 20**  
MARTIN LUTHER KING, JR. DAY
- February 17**  
GEORGE WASHINGTON DAY
- May 25**  
MEMORIAL DAY
- July 03**  
INDEPENDENCE DAY
- September 07**  
LABOR DAY
- October 12**  
COLUMBUS DAY &  
YORKTOWN VICTORY DAY
- November 11**  
VETERANS DAY
- November 25**  
4 HOURS ADDITIONAL HOLIDAY TIME
- November 26**  
THANKSGIVING
- November 27**  
DAY AFTER THANKSGIVING
- December 24**  
8 HOURS ADDITIONAL HOLIDAY TIME
- December 25**  
CHRISTMAS

## Payday

- January 15
- January 31
- February 14
- February 28
- March 13
- March 31
- April 15
- April 30
- May 15
- May 29
- June 15
- June 30
- July 15
- July 31
- August 14
- August 31
- September 15
- September 30
- October 15
- October 30
- November 13
- November 30
- December 15
- December 31

 HOLIDAY

 PAYDAY

**Suffolk**  
VIRGINIA  
*It's a good time to be in Suffolk*

**Paid time off** leave shall be granted to full-time employees hired on or after January 1, 2014 (public safety employees which are covered under enhanced VRS benefits are exempt) or those employees that have moved to the Virginia Retirement System's Hybrid Plan. The schedule is set forth below:

**PAID TIME OFF (PTO)**

Months of Service	Hours Earned per Month	Hours Earned per Year	Maximum Accumulation
1–59	10	120	120
60–119	12	144	144
120–179	14	168	168
180 or more	16	192	192

**Annual leave** with pay shall be earned by all full-time employees in the Virginia Retirement System's Plan 1 and Plan 2 other than fire suppression personnel. The schedule is set forth below:

**ANNUAL LEAVE - FULL-TIME EMPLOYEES**

Months of Service	Hours Earned per Month	Hours Earned per Year	Maximum Accumulation
1–59	8	96	192
60–119	10	120	240
120–179	12	144	288
180–239	14	168	336
240 and over	16	192	384

The annual leave schedule for **full-time fire suppression** personnel in the Virginia Retirement System's Plan 1 and Plan 2 is set forth below:

**ANNUAL LEAVE - FIRE SUPPRESSION PERSONNEL**

Months of Service	Hours Earned per Year	Maximum Accumulation
1–59	144	288
60–119	180	360
120–179	216	432
180–239	276	552
240 and over	288	576

\*\*\* Please see the Benefits Summary Chart for a complete list of all types of leave\*\*\*\*