

County of Elgin

Human Resources Policy Manual

Code - **A**

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Section: **12**

Subject: **Vacation Pay
At Termination**

Policy Number: **12.20**

Date Approved: **Oct. 1/87**

Date Last Revision:

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- (a) On termination of employment, full time employees will receive vacation pay equal to their regular entitlement times the number of calendar days worked to the date of termination divided by three hundred and sixty-five (365), or four (4%) of total earnings, whichever is greater.
- (b) Other employees will receive a percentage of total earnings to the date of termination as required by law.