

INSERT NEW HEADER FOR "LONGEVITY" SECTION 4.10

A. POLICY

1. To encourage long term employment of valued employees, the following *longevity*⁸ bonuses will be paid to full-time employees in December of each year:

Years of <i>continuous</i> ⁹ Service	Rate
5 1-2 years	\$20 50 per year
6-10 3-5 years	\$25 60 per year
11 6 years or over	\$35 80 per year (RESOLUTION CHANGE)

2. Part-time employees will earn longevity pay at exactly half the rate for full-time employees.

Example: At five (5) years of ~~employment~~ *continuous service* the rate will be \$10/year.

3. ~~Longevity is computed from the first day of service and shall include the probationary period. Approved leaves of absences shall not constitute a break in service for the purpose of longevity pay.~~¹⁰

3. *"Continuous service" - Means the uninterrupted service of an employee with the Employer where no break in service occurs.*¹¹

4. *"Break in service" - Means an employee has had a separation from service of thirty-one days or more. An authorized leave of absence, granted by the Employer, or any separation from service which carries with it the right to reinstatement, or reemployment as a result of a layoff, shall not constitute a break in service, provided the employee is reinstated or reemployed within the allowable time.*¹²

8 Defines purpose of bonus.

9 Defines requirement of service to earn bonus,

10 Deleted in lieu of "continuous service" definition.

11 Tracks language in Ohio Administrative Code and is term used in Galion Civil Service Rules.

12 Tracks language in Ohio Administrative Code and is needed to define what breaks continuous service.