

FACT SHEET – PLB TIME RESTORATION

- Employees having Paid Leave Bank (PLB) balances restored will only be able to use these PLB days going forward as of January 1, 2015. This date will be referred to as the PLB Restoration Date.
- PLB days will be restored to those employees who had balances remaining and were represented by CWA, IFPTE Local 195 and AFSCME (collectively “the Unions”) as of 12/31/2012, and identified by the Commission’s Division of Classification and Personnel Management.
- PLB days will be NOT be restored to those employees who had balances remaining that were not represented by the Unions as of 12/31/2012.
- Employees represented by the Unions as of 12/31/2012, who retired or separated on or prior to 12/31/2012, should have already been paid out for their remaining PLB time. These employees are not considered part of the population impacted by the current PLB Restoration.
- Employees represented by the Unions as of 12/31/2012, who retired or separated after 12/31/2012 will be paid out for their remaining PLB time. If the employee is deceased, the PLB time should be paid out to the employee’s estate. CSC has provided a list of these employees to the eCATS and TALRS agencies.
- Employees with PLB balances remaining will not be able to donate PLB days. The Donate PLB capability will NOT be restored going forward.
- Any modifications affecting PLB time will not be permitted prior to the PLB Restoration Date. In other words, employees having PLB time restored will not be permitted to swap previously used benefit time with PLB time. Conversely, these same employees will not be permitted to swap previously used PLB time with other benefit time.
- On or after the PLB Restoration Date, an affected employee’s available PLB balance cannot increase. The available PLB balance for affected employees can only remain constant or decrease.
- After the PLB Restoration Date, once PLB time is recorded and approved on electronic or paper timesheets and reports, the PLB time cannot be removed and replaced with another type of benefit time. In other words, employees will not be permitted to change previously approved PLB time to benefit time. This would result in a PLB available balance increase, which is not permitted. However, employees will be permitted to change previously approved benefit time to PLB time on timesheets **after** the PLB Restoration Date. Once the PLB time is recorded and approved, it cannot be removed/modified and replaced again. Employees should be notified of this requirement and advised that they should record PLB time only when they are absolutely certain they want to use it.