



INFORMATION ANNOUNCEMENT

Andrew M. Cuomo
Governor

RoAnn M. Destito
Commissioner

Special Holiday Waiver For Security Services Unit and Security Supervisors Unit

The Governor's Office of Employee Relations has signed a Memorandum of Understanding (MOU) extending the benefits provided for employees in the Security Supervisors Unit (SSPU) and Security Services Unit (SSU), entitled *Waiver of Holiday Work Option for Military Veterans*.

Eligibility

In order to be eligible for these benefits, an employee must be an eligible veteran as described in Section 63 of the Public Officers Law or an honorably discharged former reservist covered by Section 249 of the Military Law.

Duration of the MOU

The benefits provided by the MOU apply to the following dates:

Memorial Day	May 27, 2013
Independence Day	July 4, 2013
Veterans' Day	November 11, 2013

The MOU expires **December 31, 2013**, unless extended by mutual agreement of the parties.

Benefits Description

The MOU permits certain veterans who are eligible under Section 63 of the Public Officers Law for holiday benefits in connection with May 27 (Memorial Day) and November 11 (Veterans' Day) to file a different holiday waiver (Special Holiday Waiver) for contractual holiday compensation benefits for those two holidays. Veterans in either the SSPU or SSU covered by Public Officers Law Section 63 may opt to receive holiday pay or holiday leave (contractual benefit) for work on Memorial Day (May 27, 2013) and Veterans' Day (November 11, 2013), regardless of their holiday compensation election for all other holidays. The same election must apply to both holidays.

The MOU also permits certain former reservists who are eligible under Section 249 of the Military Law for holiday benefits in connection with July 4 (Independence Day) to file a different holiday waiver for contractual holiday compensation benefits for that holiday. Former eligible reservists in either the SSPU or SSU who are covered by Section 249 of the Military Law may opt to receive holiday pay or holiday leave (contractual benefit) for work on Independence Day (July 4, 2013), regardless of their election for all other holidays.

An employee who is both an eligible veteran Under Section 63 of the Public Officers Law and an eligible former reservist covered under Section 249 of the Military Law may file a Special Holiday Waiver as an eligible veteran and/or as an eligible former reservist.

Filing a Waiver

Eligible employees wishing to change their option should complete a Special Holiday Waiver form (attached). Once completed, employees should return the form to the BSC Time and Attendance Unit **no later than May 15, 2013** (close of business). The completed form may be faxed to 518-486-9166 or mailed to:

OGS Business Services Center
Time and Attendance Unit, 32nd Floor
Corning Tower, Empire State Plaza
Albany, NY 12242

If you need assistance or have any questions regarding this information, please contact the BSC Time & Attendance Unit at (518) 457-4272 or BSC@ogs.ny.gov.

For more information visit the BSC website or contact the BSC today!

Email: bsc@ogs.ny.gov
Website: <https://bsc.ogs.ny.gov>

Tel: 518-457-4272
Fax: 518-486-9166

BSC Finance (31st Floor) & HR (32nd Floor)
Corning Tower, Empire State Plaza
Albany, NY 12242

**SPECIAL HOLIDAY WAIVER FOR SECURITY SUPERVISORS UNIT,
SECURITY SERVICES UNIT OR AGENCY POLICE SERVICES UNIT
For Memorial Day, Veterans' Day, and Independence Day 2013**

Complete this form only if you wish to have a **different** holiday compensation option (Special Holiday Waiver) for holiday compensation benefits under the collective bargaining agreements for work on Memorial Day, Veterans' Day 2013, and/or Independence Day 2013 than your Regular Holiday Waiver option under Article 16.2 of your contract. **If you do not complete this form, your Regular Holiday Waiver option under Article 16.2 will continue to apply to all holidays, including Memorial Day, Veterans' Day, and Independence Day 2013.**

If you are both an eligible veteran and an eligible former reservist, you may complete A and/or B below.

This form must be completed and submitted to the Business Services Center Time and Attendance Unit between April 1, 2013 and May 15, 2013.

A. Eligible Veteran Covered by Public Officers Law Section 63

_____ I currently receive holiday pay for all holidays worked. However, I elect to receive holiday leave for work on Memorial Day, May 27, 2013 and Veterans' Day, November 11, 2013.

_____ I currently receive holiday leave for all holidays worked. However, I elect to receive holiday pay for work on Memorial Day, May 27, 2013 and Veterans' Day, November 11, 2013.

B. Eligible Former Reservist Covered by NYS Military Law Section 249

_____ I currently receive holiday pay for all holidays worked. However, I elect to receive holiday leave for work on Independence Day, July 4, 2013.

_____ I currently receive holiday leave for all holidays worked. However, I elect to receive holiday pay for work on Independence Day, July 4, 2013.

NAME (please print) _____

Signature _____

Date _____ Work Location _____

Social Security Number (last four digits) _ _ _ _

BARGAINING UNIT: SSpU SSU APSU