



County of San Diego

DEPARTMENT OF HUMAN RESOURCES

LABOR RELATIONS DIVISION

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LETTER OF UNDERSTANDING
BETWEEN THE
COUNTY OF SAN DIEGO
AND THE
DEPUTY DISTRICT ATTORNEYS ASSOCIATION
(DA, AS, AND AM UNITS)

IN THE MATTER OF

PROFESSIONAL TIME OFF

I. This attests to and records the agreement of the County of San Diego and the Deputy District Attorneys Association (DA, AS and AM units) to amend Article 6, Section 11, Professional Time Off, of the Memorandum of Agreement. The amendment increases the maximum hours an employee may be granted for Professional Time Off from eighty (80) hours per fiscal year to one hundred twenty (120) hours per fiscal year. (Deletions are struck out, additions are in bold and underlined.)

II. ARTICLE 6. PAID LEAVES

Section 11. Professional Time Off

At the discretion of the Appointing Authority and in accordance with any guidelines the Appointing Authority may issue, an employee may be granted professional time off not to exceed a maximum of ~~eighty (80)~~ **one hundred twenty (120)** hours per fiscal year. The Appointing Authority's decision on whether to grant professional time off shall be based on an employee's overall workload associated with assigned projects and caseload. Professional Time Off:

1. Must be approved by the Appointing Authority or the Appointing Authority's designee, either orally or in writing, prior to the commencement of the leave.

2. Shall be limited to a cumulative maximum of ~~eighty (80)~~ **one hundred twenty (120)** hours in a fiscal year.
 3. Shall be limited to increments of eight (8) hours, which shall constitute a full workday.
 4. Shall not accumulate or be earned as a matter of right.
 5. Has no cash value and is ineligible for terminal payoff.
- III. Upon agreement and ratification by the Deputy District Attorneys Association (DDAA), this provision shall be effective upon the Board of Supervisors' approval and adoption of a Compensation Ordinance revision.

FOR THE COUNTY OF SAN DIEGO:

**FOR THE DEPUTY DISTRICT
ATTORNEYS ASSOCIATION (DA, AS
AND AM UNITS):**



LYNETTE M. MERCADO
Senior Labor Relations Officer



DAVID HENDREN
President

9/28/07

Date

10/2/07

Date