

- (2-20-3) Annual leave at a post in the United States of America shall accrue to an F.S.E.'s credit at the rate of:
- (a) at a post where the hours of work are on the basis of a six-day week, one and one-half days per month for each completed month of service;
 - (b) at a post where the hours of work are on the basis of a five-day week, one and one-quarter days per month for each completed month of service.
- (2-20-4) Annual leave at a post in a country other than the United States of America shall accrue to an F.S.E.'s credit at the rate of:
- (a) at a post where the hours of work are on the basis of a six-day week,
 - (i) during the first five years of continuous service in the public service, one and one-half days per month for each completed month of service abroad, or
 - (ii) commencing with the fiscal year following completion of five years' service in the public service, one and three-quarters days per month for each completed month of service abroad, or
 - (iii) commencing with the fiscal year following completion of ten years' service in the public service, two days per month for each completed month of service abroad;
 - (b) at a post where the hours of work are on the basis of a five-day week,
 - (i) during the first five years of continuous service in the public service, one and one-quarter days per month for each completed month of service abroad, or
 - (ii) commencing with the fiscal year following completion of five years' service in the public service, one and eleven-twenty-fourths days per month for each completed month of service abroad, or
 - (iii) commencing with the fiscal year following completion of ten years' service in the public service, one and two-thirds days per month for each completed month of service abroad.
- 2-20-5 The effective day for granting increased annual leave credits will be April
- (2-20-5) 1 of the year following the completion of five or ten years' service as the case may be.
- 2-20-6 Service in any of the Armed Services, except in the case of a Civil Servant
- (2-20-6) granted leave for that purpose, may not be taken into account in computing the period of five or ten years of continuous service which determines eligibility for increased annual leave benefits under 2-20-2 and (2-20-4).

2-21 When Annual Leave May Be Granted

- 2-21-1 It is desirable that annual leave be taken during the year in which it is
- (2-21-1) earned.
- 2-21-2 The Head of Post may determine the time of year when an F.S.O. or
- (2-21-2) F.S.E. will take his annual leave.
- 2-21-3 The Head of Post shall be responsible for arranging the work of the post
- (2-21-3) so as to ensure that each member of his staff has the opportunity of taking annual leave each year.