

K. An Employee who desires to take a vacation increment shall give advance notice to the on-duty shift supervisor no later than one hour prior to the start of the shift.

L. For the calculation of vacation accrual, lateral transfers shall accrue vacation at the appropriate rate commensurate to their total years of continuous experience, up to a maximum credit of ten years of service.

M. Upon completion of the initial training period, lateral transfers shall be granted vacation hours equal to half of the maximum allowed based on their years of service and shall continue to accrue vacation monthly commensurate with their total years of service, up to a maximum credit of ten years of service.

N. Those who were hired as laterals will maintain their current level of vacation and sick time accrual. They will remain at that rate until their time in service at Carlsbad exceeds their total time as a lateral. Once they pass their lateral years of service they can, again, begin accruing additional vacation and sick time.