

Human Resources Branch Memorandum

SUBJECT: 2020 VACATION/ANNUAL LEAVE CASH OUT PROGRAM	NUMBER: HRB 20-014
	DATE ISSUED: May 1, 2020
DISTRIBUTION: CDFW EMPLOYEES IN BARGAINING UNITS 1, 2, 4, 7, 9, 10, 11, 12 AND 14	EXPIRES: Until Superseded

Action Required Informational Only Control Agency Directive

Purpose

The purpose of this memorandum is to inform California Department of Fish and Wildlife (CDFW) employees in Bargaining Units 1, 2, 4, 7, 9, 10, 11, 12, and 14 that in accordance with [Budget Letter BL20-11](#) the 2020 Leave Buy-Back program for Fiscal Year 2019-2020 has been cancelled. We understand that this program benefits many individuals; unfortunately, this decision was deemed necessary by the State of California as an immediate action to help reduce expenditures and identify operating savings in anticipation of the significant economic impacts from the COVID-19 pandemic.

Contact

If you have any questions, please contact Samantha Procida, Chief – Human Resources Branch at Samantha.Procida@Wildlife.ca.gov.