



## DODGE COUNTY POLICIES AND PROCEDURES

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Policy # 215	Approval Date: 8/5/2014
Policy Title <b>Longevity</b>	Effective Date: 8/5/2014
	Revision Date(s): 9/15/2020

All employees who are hired prior to October 8, 2020 and are in benefit eligible positions will be entitled to longevity pay with the following schedule and conditions:

Employees who have five (5) years (60 months) of continuous service will, starting as of the 61st month, receive an additional \$10.00 per month.

Employees who have ten (10) years (120 months) of continuous service will receive an additional \$17.00 per month.

Employees who have fifteen (15) years (180 months) of continuous service will receive an additional \$24.00 per month.

Employees who have twenty (20) years (240 months) of continuous service will receive an additional \$30.00 per month.

Employees who have thirty (30) years (360 months) of continuous service will receive an additional \$35.00 per month.

Longevity will be calculated based on total years of service for the period of November 1 through October 31 of the following year. To be eligible to receive longevity payments, an employee must be an active employee on November 1 of each year. Longevity payments will be made on an annual basis between December 1 and December 20 of each year to all eligible employees.

In the event an eligible employee should retire or die, s/he or his/her heirs will receive longevity payments due as of the last day of employment and payment will be made at the time of retirement or death.

### Part-Time Employees

Part-time benefit eligible employees will have their longevity pay pro-rated. The pro-ration calculation will take into consideration the number of hours paid to the employee during the prior year in comparison to the total number of full-time hours for the position.

### Sworn Union Employees

Please refer to the Sworn Union Labor agreement.