



OKLAHOMA
Office of Management
& Enterprise Services

Biweekly Leave Accruals			
	Hourly Accrual Rate	Biweekly Accrual (Hrly Rate x 80 hrs)	Annual Equivalent (Biweekly Accrual x 26)
Sick Leave	0.057692	4.615360	119.999360
Annual Leave			
Years of Service			
0 - 5	0.057692	4.615360	119.999360
5 - 10	0.069231	5.538480	144.000480
10 - 20	0.076923	6.153840	159.999840
20 +	0.096154	7.692320	200.000320

Note: Annual and sick leave earned during a pay period shall not be available for use until the beginning of the next pay period.