

**WAIVER OF PARTICIPATING IN THE
DEA CATASTROPHIC LEAVE BANK**

Under the terms of the most recent collective bargaining agreement, detectives are now permitted to donate one (1) day of **Vacation Time** to a centralized time bank to be used **only** by other detectives who have exhausted their accrued vacation time and need additional vacation time to address family medical emergencies. No other time is permitted to be donated.

Note: Family medical emergencies are defined as a medical emergency that involves the death or major illness suffered by a detective's parent, spouse, domestic partner, same sex committed partner and/or child.

In order to properly document the donation of vacation time by detectives to the centralized time bank and the usage of such donated vacation time by other detectives, the following rules will be adhered to:

Upon inception of this policy, all detectives, **except those who notify the DEA that they do not wish to participate**, will have one (1) day of vacation time deducted from their annual vacation accrual to be placed into a centralized time bank maintained by the Department.

**WAIVER OF DONATING VACATION TIME TO THE
DEA CATASTROPHIC LEAVE BANK**

I _____, Tax # _____, Ref # _____
(Please Print Legibly)

DO NOT wish to donate one (1) day of vacation time to the DEA Catastrophic Leave Bank. I understand that this is a voluntary program and I do not wish to participate.

**THIS FORM MUST BE RETURNED TO THE DEA OFFICE NO LATER
THEN MONDAY, JUNE 6, 2022**

You can return the form in a number of ways:

1. Drop off at the DEA office
2. Mail to the DEA office 26 Thomas Street, NY, NY 10007
3. Fax to 212-732-4863 Attention: Paul Morrison
4. Scan & email to: paulmorrison@nycdetectives.org

Signature: _____ Date: _____