



Banc Ceannais na hÉireann
Central Bank of Ireland
Eurosystem



Human
Resources

Special Leave – Marriage or Civil Partnership Policy

Applicable to: All Employees

Policy Owner: HR Support Manager, Human Resources Division

Document History

Document Location

The most current version of this policy is available on the HR Site on Plaza. Paper copies are valid only on the day they are printed. Refer to the owner if you are in any doubt about the accuracy of this document.

Revision History

This document will be reviewed from time to time to take into account changes in legislation, organisational developments and experience of the policy in practice.

Date of this Revision: May 2013		Date of next Revision: Not yet planned
Revision Number	Revision Date	Summary of Changes
0.1	April 2010	Policy created

Approvals

This document requires the following approvals:

Title:	Human Resources Director
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Distribution

This document has been distributed to the approvers listed above, plus:

Name:
Senior Management Committee and Heads of Division
Unite Union
SIPTU Union

Marriage Leave

To acknowledge the time required for the organisation of one's own wedding or civil partnership ceremony, the Central Bank allows staff "special leave", in the year of marriage or civil partnership ceremony, of a maximum of 5 days, subject to the staff member's annual leave allowance not exceeding 27 days.

Staff wishing to avail of this leave should apply in writing to HR Support, HRD.