



New Zealand
Payroll Practitioners
Association

Developing and Supporting
Payroll Professionals

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Overview of leave provided under the **Holidays Act 2003**



There are paid and unpaid leave entitlements provided under the Holidays Act, they are:

- **Annual Holidays**, 4 weeks of annual leave after 12 months of continuous employment
- **Public Holidays**, 11 public holidays
- **Sick Leave**, 5 days after 6 months continuous employment
- **Bereavement Leave**, 3 days for close family members, 1 day for everyone else, after 6 months continuous employment
- **Alternative Holidays**, for working on a public holiday that is an otherwise working day
- **Family Violence Leave**, 10 days after 6 months continuous employment
- **Unpaid leave**, Agreed by the employer, first week counts and continuous employment
- **Unpaid Sick**, Agreed by the employer, period counts and continuous employment
- **Unpaid Bereavement**, Agreed by the employer, period counts and continuous employment
- **Unpaid Family Violence Leave**, Agreed by the employer, period counts and continuous employment