



FIAT CHRYSLER AUTOMOBILES

Pay in Lieu of Vacation is on **employee** central

WHEN:

- The election period for vacation time-off opens January 30, 2017 and closes April 28, 2017 (5:00 p.m. EST)
- The election period for vacation payment (PILV) opens January 30, 2017 and remains open throughout the vacation eligibility period

WHAT:

- Elect your vacation time to inform your supervisor of your preferences
- Schedule vacation payments (There is no longer a special PILV payment in May. To receive your vacation payment, you must elect the pay period for payment. If you do not make an election, your vacation pay will be paid in May of 2018).
- If desired, convert Paid Absence Allowance (PAA) to vacation time
- Scheduling PAA payments will be available in April
- Enter a personal email address if you wish to be furnished with a copy of your vacation time-off or vacation payment request

HOW:

- To log in you will need your T-ID and Password:
- Walk up to the kiosk and select “My Pay & Hours” and click on either “2017-2018 Vacation Time Off” or “2017-2018 Vacation Pay (PILV)”
- Logon to Dashboard Anywhere and select “My Pay & Hours” and click on either “2017-2018 Vacation Time Off” or “2017-2018 Vacation Pay (PILV)”

WHY:

After March 1, 2017, your supervisor will;

- Apply seniority provisions to all vacation requests
- Let you know if your vacation request is approved or denied
- After March 1, 2017, please notify your supervisor of new vacation elections made via the Employee Central Kiosk or Dashboard Anywhere
- Vacation elections for the 2017-2018 vacation period via Dashboard Anywhere or the Kiosk will close on April 28, 2017. Additional vacation elections must be requested through your Supervisor.