

Payments Due to Deceased Employees

The death of an active employee shall be reported to the Director of Human Resources as soon as the employing department/agency becomes aware of the death. All payments due the deceased employee, including compensation for hours worked, annual leave and any refunds or reimbursements, shall be in the form of a check made payable to the estate of the deceased employee in accordance with any applicable sections of Virginia code. There is no payment for accrued sick leave or educational incentive pay.