

An Garda Síochána

Stiúrthóir Feidhmiúcháin,
Acmhainní Daonna agus Forbairt
Daoine,
Ceanncheathrú an Gharda Síochána,
Páirc an Fhionnuisce,
Baile Átha Cliath 8,
D08 HN3X.

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*Luaigh an uimhir thagartha seo a leanas,
le do thoil:*

Please quote the following ref number:



Bí linn/Join us



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Human Resources and People
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Garda Headquarters,
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www.garda.ie

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Treoir Ceanncheathrún/

HQ Directive No: 006/2023

Dáta/Date: 9th February 2023

Gach Oifigeach, Cigire agus Stáisiún - Each Officer, Inspector and Station. Is doiciméid faoi iontaoibh é seo le h-úsáid ag pearsanra den Gharda Síochána amháin. This is a confidential document for use only by Garda Personnel.

Re: Carryover of Annual Leave to the 2023/2024 Annual Leave Year for Garda Members

As outlined in [HQ Directive 05/2022](#), all members are entitled to carryover any unused portion of Annual Leave into the 2023/2024 leave year. There is no requirement to apply to carry over annual leave. A report underlining the number of day's annual leave remaining should be attached to the member's D9 form and submitted to their supervisor for transmission to their Business Service Functional Area/Divisional Office as appropriate for processing and verification.

Garda members are encouraged to avail of surplus accrued leave which has built up over the course of the Covid-19 Pandemic in the forthcoming leave year.

For the attention of all members.

Yvonne Cooke
ACTING EXECUTIVE DIRECTOR
HR&PD