

TO: AGENCY HUMAN RESOURCES DIRECTORS

RE: Policy concerning promotional managerial calculations from bargaining unit classifications having deferred Annual Increases

DT: July 28, 1999

Several questions have arisen concerning the payment of deferred annual increases when an individual leaves the bargaining unit prior to the payment of the increase.

An employee being promoted from a bargaining unit classification into the managerial pay plan shall receive a 5% increase over their current salary at the time of the promotion. The employee does not receive the annual increase paid to the bargaining unit from which s/he is promoted if the effective date of promotion is prior to the effective date of the payout for the annual increase.

Contact your Human Resources direct service provider with any questions.

Tina Lawson, Director
Human Resources Business Center

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