

New Pay Practices Effective 9-25-00

Pay Practice	Application	Same Position # or to Different Position #	Competitive or Non-Competitive	New Pay Guidelines	Current Pay Guidelines
Starting Pay	<input type="checkbox"/> New employee <input type="checkbox"/> Rehires		Competitive	Negotiable from minimum of pay band up to 15% above current salary not to exceed pay band maximum (Exceptions higher than 15% may be granted as appropriate at agency discretion)	Negotiable from minimum of pay grade up to 10% above current salary (Exceptions higher than 10% may be granted as appropriate at agency discretion)
Promotion	<input type="checkbox"/> Movement to a different Role in a higher pay band	Different Position #	Competitive	Negotiable from minimum of new pay band up to 15% above current salary. (Salary may not be below the minimum of the new pay band.)	Non-negotiable, 9.3% above current salary or to the minimum of the higher salary grade for 1 to 2 salary grade change
Voluntary Transfer	<input type="checkbox"/> Movement within same Role or to different Role in the same pay band	Different Position #	Competitive	Negotiable from minimum of pay band up to 15% above current salary not to exceed pay band maximum	No salary increase permitted under current policy
		Different Position #	Non-Competitive	Negotiable from minimum of pay band up to 10% above current salary not to exceed pay band maximum	No salary increase permitted under current policy
Voluntary Demotion	<input type="checkbox"/> Movement to a different Role in a lower pay band	Different Position #	Competitive or Non-Competitive	Negotiable from minimum of pay band up to current salary not to exceed pay band maximum (Agency option to freeze salary above maximum for 6 months)	Starting pay policy, not to exceed employee's current salary
Temporary Pay (Assuming new duties and responsibilities on a temporary basis)	<input type="checkbox"/> Different Role in a higher pay band	Same position #	Non-Competitive	0-15% above current salary not to exceed pay band maximum	Limited generally to 6.9%
	<input type="checkbox"/> Temporary pay for same or different Role in the same pay band	Same position #	Non-Competitive	0-10% increase not to exceed pay band maximum	No salary increase permitted under current policy
Role Change (Formerly Reallocation)	<input type="checkbox"/> Upward: movement to a different Role in a higher pay band	Same position #	Non-Competitive	0-10% increase or to minimum of higher pay band	Up to 9.3% increase or to minimum of the higher salary grade
	<input type="checkbox"/> Downward: Movement to a different Role in a lower pay band			No change in salary unless above maximum of the lower pay band, reduce after six months	No change in salary unless above maximum of the lower pay grade, reduce after six months
	<input type="checkbox"/> Lateral: Movement to a different Role in the same pay band			0-10% increase not to exceed pay band maximum	No change in salary
In-Band Adjustment	No change in Role title <input type="checkbox"/> Change in duties <input type="checkbox"/> Application of new knowledge/skills/abilities from education, certification, licensure, etc. <input type="checkbox"/> Retention <input type="checkbox"/> Internal alignment	Same position #	Non-Competitive	0-10% increase not to exceed pay band maximum, maximum 10% per fiscal year for In-Band Adjustments (to include any increase for Lateral Role Change)	No current practice
Disciplinary or Performance-related Salary Action	<input type="checkbox"/> Same or lower pay band	Same or Different Position #**	Non-Competitive	Minimum 5% decrease or to lower pay band	Decrease in pay of 9.3% or to range maximum
Competitive Salary Offer	<input type="checkbox"/> Outside offer (including other state agencies)	Same position #	Non-Competitive	Match outside offer not to exceed maximum of pay band	Match outside offer not to exceed maximum of salary grade

All salary actions require the consideration of the following pay factors:

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| - Agency Business Need | - Work Experience & Education | - Internal Salary Alignment | - Total Compensation |
| - Duties & Responsibilities | - Knowledge, Skills, Abilities, & Competencies | - Market Availability | - Budget Implications |
| - Performance | - Training, Certification, License, etc. | - Salary Reference Data | - Long Term Impact |
| | | | - Current Salary |

** Note: Agency must reduce the duties of the employee in order to reduce the pay.