

Following are hourly service calculation examples for an 8-hour-day hourly employee and the resulting salary, anniversary date, increment code and performance advance cycle.

Example A:

4/15/04	Hourly Rate = \$10.70	310 hours	Gr 6 Hiring Rate 2004 CSEA schedule = $22312 \div 2088 = 10.6858$
4/7/05	Hourly Rate = \$11.00	210 hours	Gr 6 Hiring Rate 2005 CSEA schedule = $22926 \div 2088 = 10.9798$
2/1/06	Appointed Gr 6		

The agency should report all hours where the employee's hourly rate is at least equal to the hiring rate of the graded position from the appropriate CSEA salary schedule divided by 2088. In this example, the agency would report 520 hours of creditable service.

$520 \div 8 \text{ hours} = 65 \text{ full work days}$

Using 65 full work days creditable service:

Gr 6 Salary = 22926 (Hiring Rate 2005 CSEA salary schedule)

Anniversary Date = 11/2/05

Increment Code = 0003

Employee is on the April cycle and eligible to receive a performance advance in April 2007.

Example B:

5/15/05	Hourly Rate = \$11.00	100 hours	Gr 6 Hiring Rate 2005 CSEA schedule = $22926 \div 2088 = 10.9798$
6/29/05	Hourly Rate = \$10.50	150 hours	Gr 6 Hiring Rate 2005 CSEA schedule = $22926 \div 2088 = 10.9798$
8/1/05	Hourly Rate = \$11.00	210 hours	Gr 6 Hiring Rate 2005 CSEA schedule = $22926 \div 2088 = 10.9798$
11/1/05	Appointed Gr 6		

The agency should report all hours where the employee's hourly rate is at least equal to the hiring rate of the graded position from the appropriate CSEA salary schedule divided by 2088. In this example, the 150 hours earned at the \$10.50

hourly rate is less than the hiring rate of the grade 6 position. Therefore, the agency would report only 310 hours of creditable service.

$$310 \div 8 \text{ hours} = 38.75 = 38 \text{ full work days}$$

Using 38 full work days creditable service:

Gr 6 Salary = 22926 (Hiring Rate 2005 CSEA salary schedule)

Anniversary Date = 9/8/05 Increment

Code = 1001

Employee is on the October cycle and eligible to receive a performance advance in October 2006.

Example C:

4/15/04	Appointed Annual N/S	255 days	\$22312 (Gr 6 Hiring Rate)
4/7/05	FY 2005 Salary Increase	57 days	\$22926 (Gr 6 Hiring Rate)
6/27/05	Hourly Rate = \$11.00	1210 hours	Gr 6 Hiring Rate 2005 CSEA schedule = $22926 \div 2088 = 10.9798$
4/6/06	Hourly Rate = \$11.33	1425 hours	Gr 6 Hiring Rate 2006 CSEA schedule = $23614 \div 2088 = 11.3093$
4/5/07	Hourly Rate = \$12.06	565 hours	Gr 6 Hiring Rate 2007 CSEA schedule = $25146 \div 2088 = 12.0431$
12/24/07	Appointed Gr 6		

The agency should report all hours where the employee's hourly rate is at least equal to the hiring rate of the graded position from the appropriate CSEA salary schedule divided by 2088. In this example, the agency would report 312 days in the Annual position and 3200 hours in the Hourly position of creditable service.

$$3200 \div 8 \text{ hours} = 400 \text{ full work days} + 312 \text{ days} = 712 \text{ full work days}$$

Using 712 full work days creditable service:

Gr 6 Salary = 26848 (Step 2 2007 CSEA salary schedule) Anniversary

Date = 3/31/05

Increment Code = 0001

Employee is on the April cycle and eligible to receive a performance advance in April 2008.

Following are hourly service calculation examples for a 7½-hour-day hourly employee and the resulting salary, anniversary date, increment code and performance advance cycle.

Example D:

4/15/04	Hourly Rate = \$10.70	300 hours	Gr 6 Hiring Rate 2004 CSEA schedule = $22312 \div 2088 = 10.6858$
4/7/05	Hourly Rate = \$11.00	187.5 hours	Gr 6 Hiring Rate 2005 CSEA schedule = $22926 \div 2088 = 10.9798$
2/1/06	Appointed Gr 6		

The agency should report all hours where the employee's hourly rate is at least equal to the hiring rate of the graded position from the appropriate CSEA salary schedule divided by 2088. In this example, the agency would report 487.5 hours of creditable service.

$487.5 \div 7.5 \text{ hours} = 65 \text{ full work days}$

Using 65 full work days creditable service:

Gr 6 Salary = 22926 (Hiring Rate 2005 CSEA salary schedule)

Anniversary Date = 11/2/05

Increment Code = 0003

Employee is on the April cycle and eligible to receive a performance advance in April 2007.

Example E:

5/15/05	Hourly Rate = \$11.00	85 hours	Gr 6 Hiring Rate 2005 CSEA schedule = $22926 \div 2088 = 10.9798$
6/29/05	Hourly Rate = \$10.50	150 hours	Gr 6 Hiring Rate 2005 CSEA schedule = $22926 \div 2088 = 10.9798$
8/1/05	Hourly Rate = \$11.00	200 hours	Gr 6 Hiring Rate 2005 CSEA schedule = $22926 \div 2088 = 10.9798$
11/1/05	Appointed Gr 6		

The agency should report all hours where the employee's hourly rate is at least equal to the hiring rate of the graded position from the appropriate CSEA salary schedule divided by 2088. In this example, the 150 hours earned at the \$10.50 hourly rate is less than the hiring rate of the grade 6 position. Therefore, the agency would report only 285 hours of creditable service.

$$285 \div 7.5 \text{ hours} = 38.75 = 38 \text{ full work days}$$

Using 38 full work days creditable service:

Gr 6 Salary = 22926 (Hiring Rate 2005 CSEA salary schedule)

Anniversary Date = 9/8/05 Increment

Code = 1001

Employee is on the October cycle and eligible to receive a performance advance in October 2006.

Example F:

4/15/04	Appointed Annual N/S	255 days	\$22312 (Gr 6 Hiring Rate)
4/7/05	FY 2005 Salary Increase	57 days	\$22926 (Gr 6 Hiring Rate)
6/27/05	Hourly Rate = \$11.00	1110 hours	Gr 6 Hiring Rate 2005 CSEA schedule = $22926 \div 2088 = 10.9798$
4/6/06	Hourly Rate = \$11.33	1325 hours	Gr 6 Hiring Rate 2006 CSEA schedule = $23614 \div 2088 = 11.3093$
4/5/07	Hourly Rate = \$12.06	565 hours	Gr 6 Hiring Rate 2007 CSEA schedule = $25146 \div 2088 = 12.0431$
12/24/07	Appointed Gr 6		

The agency should report all hours where the employee's hourly rate is at least equal to the hiring rate of the graded position from the appropriate CSEA salary schedule divided by 2088. In this example, the agency would report 312 days in the Annual position and 3000 hours in the Hourly position of creditable service.

$$3000 \div 7.5 \text{ hours} = 400 \text{ full work days} + 312 \text{ days} = 712 \text{ full work days}$$

Using 712 full work days creditable service:

Gr 6 Salary = 26848 (Step 2 2007 CSEA salary schedule) Anniversary

Date = 3/31/05

Increment Code = 0001

Employee is on the April cycle and eligible to receive a performance advance in April 2008.