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NEW YORK STATE

OFFICE OF THE STATE COMPTROLLER

DIVISION OF AUDITS AND ACCOUNTS

BULLETIN NO. P-209   November 29, 1979

To   :   All State Departments and Agencies
            Payroll and Personnel Officers

Subject: Revision to Eligibility Requirements for a Performance
            Award as stated in Bulletin No. P-207

The Office of Employee Relations has advised the Department of Audit and Control that the eligibility requirements for a Performance Award have been revised.

Therefore, the first paragraph under the section entitled PERFORMANCE AWARDS on page 9 of Bulletin No. P-207 should read as follows:

PERFORMANCE AWARDS

Employees in non-seasonal annual salaried positions allocated to a salary grade or in NS (grade 600) positions who were on the payroll April 1, 1979 and who were at or above the job rate of their grade on October 1, 1979 are eligible to receive a performance award of $300 if they are rated "Outstanding" or, to the extent that funds are available, "Highly Effective". Part-time employees are eligible for a pro-rated award based on the percentage of time worked on October 1.

In order to assist agencies in identifying the additional employees who also would be eligible for performance awards, the Department of Audit and Control has produced the attached listing of all active graded employees who were at the job rate for their grade (equal to or greater than the salaries listed on page 9 of Bulletin No. P-207) who have had a status change since Payroll Period 25 for Institutions and Period 26 for Administrative agencies.

The listing was produced using our files as of the end of Administration Period 15 (October 11-24, 1979)and Institution Period 15 (October 18-31, 1979).

Each agency is responsible for identifying those employees who are eligible for a performance award because they were on the payroll October 1, 1979, but were removed by submission of a PR-75 during Institution Periods 13, 14 and 15 or Administration Periods 14 and 15.

Attachment for Payroll Officer