

NEW YORK STATE  
OFFICE OF THE STATE COMPTROLLER

DIVISION OF AUDITS AND ACCOUNTS

BULLETIN NO. P-271

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Subject: Changes in Eligibility for Performance Advances

The Governor's Office of Employee Relations and the Division of the Budget have issued revised regulations regarding eligibility criteria for performance advances. These revisions apply to all employees in positions in the security (01) and security supervisors (61) units, the administration (02) operational (03) and Institutional (04) units, the professional, scientific and technical (05) unit, and to employees in management/confidential positions (06,46,47,66). These changes are described below.

Effect of Reallocation of an Employee's Position

An employee who has a change in grade resulting from reallocation of his or her position may receive credit for the service rendered in the lower grade toward eligibility for a performance advance in the higher grade. This revision is retroactive to cover any performance advance due on or after July 1, 1979.

Incumbency date Requirement

A. March 31-April 1, 1979 and 1980

An employee who was otherwise eligible did not receive performance advances in 1979 or 1980 if he or she was not an incumbent of a position on one of the above dates. This requirement has been eliminated. If the employee met all other criteria, he or she may now receive the performance advance retroactive to the date it would have been due.

B. June 24, 1980-PS&T Employees

An employee in a PS&T position who was otherwise eligible did not receive performance advances if he or she was not an incumbent of a position on June 24, 1980. This rule has been modified for an employee who subsequently returns to the payroll. Upon reinstatement, the employee will be entitled to receive salary credit for any 1979 and/or 1980 advances to which he or she qualifies. This salary, however, is effective only from the date of reinstatement and the employee will not receive payment for any periods of service prior to June 24, 1980.

Each agency is responsible for identifying employees who are entitled to salary adjustments because of these revisions. Agencies may submit PR-75's at any time to correct the salary and process an adjustment for these employees.

Questions concerning this Bulletin should be directed to the Salary Determination Section at 474-1248 or 474-3564.