



Office of the State Comptroller  
**PAYROLL BULLETIN**

Subject	1989 Longevity Lump Sum Payment to Employees in the Professional, Scientific and Technical Services Negotiating Unit	Bulletin No.	P-610
		Date	March 27, 1989

Chapter 581 of the Laws of 1988, which implements the contract between the State and the Public Employees Federation representing employees in the PS&T Services (05) negotiating unit and Rules and Regulations promulgated by the Director of the Budget provide for a Longevity Lump Sum Payment of \$1,250 or \$2,500 to be made in April to certain employees.

A. The following employees will be eligible for the longevity LSP in April.

1. Employees in graded positions (grades 001-037)

- a. Employees who are on the payroll on March 31, 1989 (active or on leave with partial pay or on Workers' Compensation leave without payment on the regular payroll and being paid on the Workers' Compensation Supplement payroll) in a position in the PS&T negotiating unit, who as of March 31, 1989 have 5 or more years or 10 or more years of continuous service at a salary equal to or above the job rate, or maximum, of the grade of their position on March 31

and

- b. who did not receive a "Below Minimum" rating during rating periods ending between January 1 and December 31, 1988. An employee who received no ratings during the period will receive the payment.

2. Employees in N.S. (grade 600) positions which are equated to grades

The rules authorize payment of the Longevity LSP to employees who occupy non-seasonal N.S. (grade 600) positions which are equated to grades in the PS&T unit on March 31, 1989 and who meet all other eligibility criteria.

Continuous service as used in determining eligibility for the lump sum payment is paid service (including part-time annual-salaried service and sick leave at half pay) or time on Workers' Compensation leave or Military leave without pay.

NOTE: Teachers in Institutions being paid over 10 months (pay basis code 10M) are not on the payroll in July and August. However, these employees will receive credit for a full year of continuous service if they were on the payroll for 10 months. Their service will be reduced only for periods when they were not paid between September 1 and June 30.

## In determining eligibility:

1. Employees who have been continuously occupying the same position without any break in service must have been at the maximum salary of the grade on April 1, 1984 to qualify for the 5 year longevity and April 1, 1979 for the 10 year longevity. For employees who have a break in service, any service prior to those dates during which the employee was receiving a salary equal to or in excess of the maximum can be counted towards the 5 or 10 year requirement.
2. Employees who received a performance advance to bring their salary to the job rate on July 1, 1979 or July 1, 1980 who were active on the payroll for the entire period from April 1 to June 30, 1979 or 1980 will receive credit for that 3 months.
3. Employees who have occupied a higher grade position at any time in the past will receive credit for all service during which they earned a salary which was equal to or above the maximum of the grade of the position which they occupied on March 31, 1989.
4. Employees who have been receiving a salary equal to or above the maximum of the grade who upon promotion to a higher grade received a salary equal to or above the maximum of the new grade will receive credit for service in the current position and for all service in the prior position during which they were receiving a salary equal to or above the maximum of the lower grade.
5. Employees who were promoted prior to the April 1987 reallocations of positions under the Civil Service Job Evaluation System who were receiving a salary equal to or above the job rate of their former lower grade position and following the reallocation, their former and current positions are allocated to the same grade and their salary in the promoted position is at the job rate, receive combined credit for all service following the promotion and for all service in the previous position during which their salary was equal to or above the job rate of the lower grade.
6. Employees who were receiving a salary equal to or above the maximum salary of the grade whose positions have been reallocated, whose resulting salary was below the job rate of the new grade but whose salary on March 31, 1989 was at the job rate will receive credit for all service subsequent to the reallocation and for all service in the position prior to reallocation during which their salary was equal to or above the maximum salary of the lower grade.
7. Former Institution Teachers whose positions were reclassified to Developmental Specialist and who were receiving a salary equal to or above the maximum salary of the lower grade, whose salary following reclassification was below the job rate of the new grade, but whose salary on March 31, 1989 was at the job rate, will receive credit for all service subsequent to the reclassification and for all service prior to the reclassification during which their salary was equal to or greater than the maximum of the lower grade.

8. Employees who previously held the position of Pharmacist I who were receiving a salary equal to or above the job rate of grade 17, whose salary on promotion to the newly-established position of Pharmacist II fell below the job rate of grade 18, but whose salary on March 31, 1989 was at the job rate of grade 18, receive credit for all grade 18 service subsequent to the promotion and for all service during which their salary was equal to or above the maximum of grade 17.

B. The following employees will become eligible for the Longevity LSP during 1989-90.

- (1) Employees who are otherwise qualified but who are on an approved leave of absence without pay or on a preferred list on March 31, 1989 and who return from such leave between April 1, 1989 and March 31, 1990 are eligible for the payment. There is no minimum service requirement following the employee's return to active payroll status. Full or pro-rated payment is based on the employee's full or part-time percentage work schedule prior to commencement of the leave without pay.

- (2) Demotion after March 31, 1989 -

Employees who were not eligible for the 1989 payment become eligible if they return to a lower grade position between April 1, 1989 and March 31, 1990 in which they would have been eligible if they had been in the lower grade position on March 31, 1989 and remain in the lower grade position for at least 6 payroll periods and

- a. the promotion was temporary and the employee has been reinstated to her or his previous position or appointed to another lower grade qualifying position.

OR

- b. the promotion was permanent, but the demotion occurred

1. in lieu of layoff
2. voluntarily during the probationary period
3. as a result of failure of a probationary period.

Employees demoted as a result of disciplinary action or who take a voluntary demotion from a permanent position after the completion of the probationary period or who qualified for an Award or longevity salary increase in the higher salary grade during the present fiscal year are not eligible for the payment.



CORRECTIONS TO PEF LONGEVITY LSP

AGENCY \_\_\_\_\_

ADDITIONAL EMPLOYEES ELIGIBLE FOR LONGEVITY LSP

AGENCY CODE (CC 1-5)	LINE NUMBER (CC 6-10)	EMPLOYEE NAME (CC 11-35)	SOCIAL SECURITY NUMBER (CC 36-44)	INCREMENT CODE * (CC 45-46)

\*Enter '76' - '79' for employees eligible for the 10-year payment and ('80' - '84') for employees eligible for the 5-year payment.

EMPLOYEES INELIGIBLE FOR LONGEVITY LSP

AGENCY CODE (CC 1-5)	LINE NUMBER (CC 6-10)	EMPLOYEE NAME (CC 11-35)	SOCIAL SECURITY NUMBER (CC 36-44)	REASON

