***Please distribute this alert to any users within your agency who are responsible for July 2017 mass pay increases and fiscal year end blackout periods.***

**July 2017 Mass Compensation Processing and Fiscal Year End Blackout Periods**

* Information regarding the schedule for the July 2017 mass compensation processing and fiscal year end blackout periods.
* **Revised Alert (06.30.2017):** This revision includes information related to mass compensation processing for management employees

**General Pay Increases (GPIs)**

General Pay Increases (GPIs), effective July 1, 2017, will process for eligible employees according to the following schedule:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Contact Name & Bargaining Units** | **Pay Scale** | **GPI Percentage** | **Processing Date(s)** | **Pay Date(s)** |
| AFSCME (G2, G4, G5) | AC | 2.00% | **All Pay Areas:**  06/26/2017 to 06/30/2017 | **Z1**  07/14/2017  **Z2/T2**  07/28/2017  **Z3/T3**  07/21/2017 |
| NARC (G9) | AC | 2.00% |
| FOP-Capitol Police (L4) | CP | 2.75% |
| UFCW (M1) | LS (LS02 to LS07) | 2.00% |
| ISSU (M2) | LS (LS08 to LS10) | 2.00% |
| PSRA (R4) | RG | 2.50% |
| UGSOA (R1, R2) | SO | 2.00% |
| AFSCME (A1, A4, A7, B1, B4, G1, G4, J1, N1, A2, B2, G2, G5, J2, N2, 61, 64, 65, W1, W2, W4, W5, W7, W8, W9) | ST | 2.00% |
| CBA (Z4) | ST | 2.00% |
| FOSCEP (C4, C5) | ST | 2.00% |
| OPEIU (P5) | ST | 2.00% |
| SEIU - Healthcare PA (P4) | ST | 2.00% |
| SEIU - Local 668 (F1, F4, F5) | ST | 2.00% |
| SEIU - Local 668 UC Referees Unit (I5) | ST | 2.00% |
| PUC Management (99, A3, B3, G3, Z3, A5, B5) | UT | 2.00% |
| SEIU – Healthcare PA (P7 – PRN Nurses) | XH (XH36) | 2.00% |
| Management (98, 99, A3, A5, B3, B5, C3, F3, G3, J3, K3, K6, L6, M3, N3, P3, R3, S3, Z3, S5) | ST | 2.00% |
| Liquor Store Management (M8) | LS (LS16 through LS20) | 2.00% |
| OGC Attorneys (A3) | AT | 2.00% |
| Deputy Secretaries (A8) | DS | 2.00% |
| Misc. Management (99, A3, A8, G3) | XH99 | 2.00% |

In accordance with Executive Order 2016-02 and Executive Board Resolution CN-17-003, the minimum hourly rate will be increased to $10.20 for the following job classifications, effective July 1, 2017:

|  |  |
| --- | --- |
| **Job Code** | **Job Title** |
| U2530 | Summer Youth Program Intern |
| U2540 | Secondary School Intern |
| U2541 | Student Employee State School |
| U2730 | Summer Food Service Program Field Monitor |

**Monthly Enforcement Increments**

Monthly enforcement increments for July 2017 will process for eligible employees according to the following schedule:

|  |  |  |  |
| --- | --- | --- | --- |
| **Contact Name & Bargaining Units** | **Pay Scale** | **Effective Date(s)** | **Pay Date(s)** |
| FOP-Capitol Police (L4) | CP | **Z2** 07/01/2017  **Z3** 07/08/2017 | **Z2** 07/28/2017  **Z3** 08/04/2017 |
| PSRA (R4) | RG |

Bargaining Units H1 (PSCOA) and L1 (PSTA) will be **excluded** from the July 2017 monthly enforcement increment processing due to expired contracts as of June 30, 2017.

Furthermore, Corrections Supervisory employees (AFSCME Bargaining Units A2, J2, N2 on the CS Pay Scale) will also be **excluded** from the July 2017 monthly enforcement increment processing due to an expired side letter agreement as of June 30, 2017.

**Clothing Allowances**

Clothing allowance payments for Fiscal Year 2016-2017, effective June 30, 2017, will process for eligible employees according to the following schedule:

|  |  |  |
| --- | --- | --- |
| **Payroll Area** | **Processing Dates** | **Pay Date** |
| Z1/Z2/T2 | **Non-update Mode:** 06/23/2017 **Update Mode:** 06/30/2017 | 07/14/2017 |
| Z3/T3 | 07/21/2017 |

Bargaining Units K4 (PLEA) and K5 (ALES)will be **excluded** from the mass clothing allowance processing due to expired contracts as of June 30, 2016.

**Expiring Union Contracts**

The following union contracts and side letter agreements will expire on June 30, 2017:

|  |  |  |
| --- | --- | --- |
| **Union** | **Bargaining Unit(s)** | **Pay Scale** |
| AFSCME - Corrections Supervisory *(Side Letter Agreement)* | A2, N2, J2 | CS |
| PSCOA | H1 | CO |
| FOP – Conservation Police Officers Lodge 114, Fish and Boat Commission | K1 | FB |
| FOP – Assistant Regional Supervisor Lodge 114, Fish and Boat Commission | K2 | FB |
| FOP – Conservation Police Officers Lodge 114, Game Commission Act 111 Unit | K8 | GO |
| PSTA | L1 | SP |

**System Non-Availability**

* Non-available Time: Saturday, July 1 at 5:00 p.m. to Monday, July 3 at 6:00 a.m.
  + Reason: Fiscal Year End Processing
  + Systems: All SAP Systems including ESS

**Questions?**   
If you have any questions regarding July 2017 Mass Compensation Processing and Fiscal Year End Blackout Periods, please submit an [**HR help desk ticket**](http://oaiss.state.pa.us/HR-Pay_Help_Desk/) in the personnel administration category. You may also call the HR Service Center, Agency Services & Operations Division at 877.242.6007.