*Please distribute this alert to any users within your agency who are responsible**for attendance administration in SAP.*

**Shift Differential on a Holiday (DMVA, DHS and PGCB Only)**

* Information regarding the incorrect payment of shift differential on a holiday.

It was recently discovered that shift differential has been paying at the time and one-half rate instead of the straight time rate for hours worked during the regular scheduled shift on some holidays for employees in full time evaluation. A fix was moved to SAP configuration and time evaluation was retroed to 2020 to correct the overpayments. Employees who received shift differential at the incorrect rate will have the overpayment deducted from a future paycheck.

Should you find employees whose records continue to show shift differential at the incorrect rate of pay for hours worked during the scheduled work shift on a holiday, please submit a Help Desk Ticket.

**Questions?**

Field time advisors should direct any questions related to this alert to their central agency time advisor. Central agency time advisors may submit questions via an [**HR help desk ticket**](http://oaiss.state.pa.us/HR-Pay_Help_Desk/) in the time category or call the HR Service Center, Time Services team at 877.242.6007, Option 2.