***Please distribute this alert to any users within your agency who are responsible for pay increase information.***

**January 2021 Mass Compensation Processing**

* Information regarding the schedule for the January 2021 mass compensation processing.

**General Pay Increases**

Effective January 2021, a General Pay Increase will process for eligible employees according to the following schedule:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Contract Name & Bargaining Units** | **Pay Scale** | **Processing Date(s)** | **Effective Date(s)** | **Pay Date(s)** |
| CIVEA (E4) | ED (Pay Sale Area TE) | **All Pay Areas**  01/15/2021 | **Z1**  01/10/2021  **Z3**  01/02/2021 | **Z1**  02/05/2021  **Z3**  01/29/2021 |
| PSEA (S4) | ED (Pay Sale Area TF) |

**Longevity/Annual Increments**

Effective January 2021, longevity/annual increments and cash payments will process for eligible employees according to the following schedule:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Contract Name & Bargaining Units** | **Pay Scale** | **Processing Date(s)** | **Effective Date(s)** | **Pay Date(s)** |
| Corrections Management (A3, F3, H3, J3, N3) **\*** | CM | **All Pay Areas**  01/14/2021 and  01/15/2021 | **Z1**  01/10/2021  **Z2**  01/09/2021  **Z3**  01/02/2021 | **Z1/Z2**  02/05/2021  **Z3**  01/29/2021 |
| FOP-Conservation Police Officers Lodge 114, Game Commission (K8) | GO |
| FOP-Conservation Police Officers Lodge 114, Fish and Boat Commission (K1) | FB |
| FOP-Assistant Regional Supervisor Lodge 114, Fish and Boat Commission (K2) | FB |
| CIVEA (E4, E7) **\*\*** | ED |
| PSEA (S4) **\*\*** | ED |

**\*Note:** Corrections Management employees in Pay Groups CM02 though CM08 must achieve the years of service associated with the next higher pay level by June 30, 2021 to be eligible for the longevity increment. Additionally, employees who are at or above the max in Pay Groups CM02 through CM08 are not eligible for cash payments in lieu of the one-step longevity increment.

**\*\*Note:** CIVEA (E4) and PSEA (S4) employees who are at the max of their educational group (Pay Level L or L\*) are only eligible for the General Pay Increase and will not receive a cash payment in lieu of the service increment.

**Monthly Enforcement Increments**

Effective January 2021, monthly enforcement increments will process for eligible employees according to the following schedule:

|  |  |  |  |
| --- | --- | --- | --- |
| **Contract Name & Bargaining Units** | **Pay Scale** | **Effective Date(s)** | **Pay Dates(s)** |
| PSCOA (H1) | CO | **Z1**  01/10/2021  **Z2**  01/09/2021  **Z3**  01/02/2021 | **Z1/Z2**  02/05/2021  **Z3**  01/29/2021 |
| FOP – Capitol Police (L4) | CP |
| AFSCME - Corrections Supervisory (A2, J2, N2) | CS |
| PSRA (R4) | RG |
| PSTA (L1) | SP |

**Statutory Salaries**

Statutory employees will not receive a cost-of-living adjustment (COLA) for calendar year 2021. However, statutory employees will see a difference in their biweekly salary. Effective 01/01/2021, the biweekly rates will be adjusted for the transition from the 2020 leap year to the 2021 common year. The adjustment for certain elected and appointed officials will process according to the following schedule:

|  |  |  |
| --- | --- | --- |
| **Payroll Area** | **Pay Date** | **Payment** |
| Z3/T3 | 01/15/2021 | Partial payment for 01/01/2021.  First full payment will be received on pay date 01/29/2021. |
| Z2/T2 | 01/22/2021 | Partial payment for 01/01/2021 to 01/08/2021.  First full payment will be received on pay date 02/05/2021. |
| Z1 | 01/22/2021 | Partial payment for 01/01/2021 to 01/09/2021.  First full payment will be received on pay date 02/05/2021. |

**SEIU-HCPA and OPEIU Retention Payments**

Effective January 1, 2021, eligible permanent full-time employees in SEIU-Healthcare PA and OPEIU will receive a retention incentive payment according to the following schedule:

|  |  |  |
| --- | --- | --- |
| **Contract Name & Bargaining Unit** | **Payment Amount** | **Pay Dates(s)** |
| SEIU-Healthcare PA (P4) | $1,000.00 | **Z1/Z2**  01/22/2021  **Z3**  01/15/2021 |
| OPEIU (P5) | $1,250.00 |

Eligible permanent part-time employees are entitled to receive a pro-rated payment based on hours worked during the previous calendar year. Outreach will be performed to the appropriate Delivery Center HR Offices to obtain the hours worked and payment amount for eligible permanent part-time employees.

In addition, certain newly hired Commonwealth employees into bargaining units P4 and P5 with employment effective dates on or after July 1, 2020 are entitled to receive the retention incentive payment upon successful completion of the initial probationary period. It will be the agency and Delivery Center HR Office responsibility to ensure these payments are processed for eligible new hires in accordance with the SEIU-Healthcare PA union contract and OPEIU memorandum. Please provide the following information on the [E-PAR](https://oaiss.state.pa.us/par/EntryForm.asp) when requesting payments:

* Action Type: Supplemental One-Time Payment (Action Type ZQ)
* Reason for Action: Action Reason 41 (Physn QAP/Nrs Retention)
* Wage Type; 5706 (Nurse Retention Pmt)
* Payment Amount:
  + SEIU-HCPA (P4) - $1,000.00
  + OPEIU (P5) - $1,250.00

**Tool Allowance**

Effective January 2021, tool allowances will process for eligible Diesel and Construction Equipment Mechanics (Job Code 93130) within the Department of Transportation according to the following schedule:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Payroll Area** | **Processing Date** | **Effective Date** | **Pay Date** | **Payment Amount** |
| T3 | 01/14/2021 | 01/02/2021 | 01/29/2021 | $200.00 |

**Questions?**   
If you have any questions regarding January 2021 Mass Compensation Processing, please submit an [**HR help desk ticket**](http://oaiss.state.pa.us/HR-Pay_Help_Desk/) in the personnel administration category.