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

**SAP Updated to Reflect the Shift Differential Rate Increase Effective January 2020 for AFSCME Employees Covered by Appendix O of the Master Agreement/Memorandum - Attorney General Only**

* Information regarding an update to SAP to reflect the shift differential rate increase effective January 2020 for AFSCME employees covered by Appendix O of the Master Agreement/Memorandum – Attorney General Only

SAP configuration involving attendances has been updated with the contract changes for AFSCME employees in specific job classes at Attorney General for the contract period of 7/1/2019 through 6/30/2023. Following is an explanation of the change.

**Shift Differential**

Effective at the beginning of the 2020 leave calendar year the shift differential rate increased from $1.00 to $1.25 per hour for all hours worked by employees in job classes covered by Appendix O of the Master Agreement/Memorandum for any shift that begins before 6:00 a.m. or at or after 6:00 p.m.

* Continue to use the following premium types:

|  |  |  |
| --- | --- | --- |
| **Premium** | **Wage Type & Text** | **Mandated Wage Type & Text** |
| S1 | 2480 - SDiff 1.0  | 2680 - SDiff 1.0-Mandated |
| S4 | 2482 - SDiff 1.5  | 2682 - SDiff 1.5-Mandated |
| S9 | 2483 - SDiff 2.0  | 2683 - SDiff 2.0-Mandated |
| SH | 2492 - SDiff .50  | 2692 - SDiff .50-Mandated |
| SQ | 2491 - SDiff .25  | 2691 - SDiff .25-Mandated |

* The job classes covered by Appendix O are:

Master Agreement:

Investigative Analysts, Medicaid Fraud Analysts, Special Agents, Consumer Protection Agents, Special Investigators, Civil Investigators and Medicaid Fraud Auditors

Master Memorandum:

Special Agents 3, Narcotics Agents 3, Consumer Protection Agent Supervisors, Special Investigators 3, Civil Investigators 3 and Investigative Analysts 3

Payroll was retroed back to the beginning of the 2020 leave calendar year to generate the shift differential difference due as a result of the rate increase.

**Questions?**
If you have any questions regarding this alert, please submit an [**HR help desk ticket**](http://oaiss.state.pa.us/HR-Pay_Help_Desk/) in the time category.  You may also call for time support at 877.242.6007, Option 2.