

**AGREEMENT**  
**BETWEEN**  
**COMMONWEALTH OF PENNSYLVANIA**

**AND**

**FRATERNAL ORDER OF POLICE**  
**LODGE #85 (CAPITOL POLICE)**

**July 1, 2015 to June 30, 2019**

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## **PREAMBLE**

This Agreement entered into by Fraternal Order of Police, Lodge #85, hereinafter referred to as FOP, and the Commonwealth of Pennsylvania, hereinafter referred to as the Employer, has as its purpose the promotion of harmonious relations between the FOP and the Employer; the establishment of an equitable peaceful procedure for the resolution of differences; and the establishment of rates of pay, hours of work, and other conditions of employment.

## **ARTICLE 1 RECOGNITION**

Section 1. The FOP is recognized as the exclusive representative for collective bargaining purposes for officers within the classifications included under the certification of the Pennsylvania Labor Relations Board, docketed as PF-R-4-C, as amended.

Section 2. This Agreement and the term "officer" when used in this Agreement pertains only to those persons falling within classifications covered by the certification referred to in Section 1 of this Article.

## **ARTICLE 2 MANAGEMENT RIGHTS**

Section 1. Except as modified by this Agreement, it is understood and agreed that the Employer, at its sound discretion, possesses the right, in accordance with applicable laws, to manage all operations including the direction of the working force and the right to plan, direct, and control the operation of all equipment and other property of the Employer.

Matters of inherent managerial policy are reserved exclusively to the Employer. These include but shall not be limited to such areas of discretion or policy as the functions and programs of the Employer, standards of service, its' overall budget, utilization of technology, the organizational structure and selection and direction of personnel.

Section 2. The listing of specific rights in this Article is not intended to be nor should be considered restrictive or a waiver of any of the rights of management not listed and not specifically surrendered herein whether or not such rights have been exercised by the Employer in the past.

### ARTICLE 3 UNION SECURITY

Section 1. Each officer who, on the effective date of this Agreement, is a member of the FOP, and each officer who becomes a member after that date shall maintain membership in the FOP, provided that such officer may resign from the FOP in accordance with the following procedure:

- a. The officer shall send a certified letter of resignation (return receipt requested) along with the official membership card of the FOP to the FOP headquarters as well as a copy by regular mail to their agency personnel office.
- b. The letter shall be postmarked during the 15 day period prior to the expiration date of this Agreement and shall state that the officer is resigning membership in the FOP and where applicable is revoking the dues check-off authorization.

Section 2. The Employer and the FOP hereby agree that all non-members of the FOP shall as a condition of employment, pay to the FOP each month, a service charge as a contribution toward administration of this Agreement. The amount of the service charge shall be determined by the FOP.

### ARTICLE 4 DUES DEDUCTION

Section 1. The Employer agrees to deduct the FOP biweekly membership dues and an annual assessment, if any, from the pay of those officers who individually request in writing that such deductions be made. The rate at which dues are to be deducted and the amount of the annual assessment shall be certified to the Employer by the FOP, and the Employer shall deduct dues at this rate from the members' regular biweekly salary and wages (including retroactive salary/wage payments and lump sum payments made pursuant to Article 6, Salaries and Wages). The aggregate deductions of all officers shall be remitted together with an itemized statement to the FOP by the last day of the succeeding month, after such deductions are made. This authorization shall be irrevocable by the officer during the term of this Agreement. When revoked by the officer in accordance with Article 3, the Employer shall halt the check-off of dues effective the first full pay period following the expiration of this Agreement.

Section 2. The Employer further agrees to deduct a service charge biweekly from all officers in the bargaining unit who are not members of the FOP, as provided in Article 3, Section 2.

Authorization from non-members to deduct a service charge shall not be required. The amounts to be deducted shall be certified to the Employer by the FOP, and the aggregate deduction of all officers shall be remitted together with an itemized statement to the FOP by the last day of the succeeding month after such deductions are made.

Section 3. The officer's written authorization for dues payroll deductions shall contain the officer's name, social security number, agency in which employed, work location (institution, district, bureau, etc.), FOP name and local number.

Section 4. Where an officer has been suspended, furloughed or discharged and subsequently returned to work, with full or partial back pay, or has been reclassified retroactively, the Employer shall, in the manner outlined in Sections 1 and 2 above, deduct the FOP membership dues and service charge that are due and owing for the period for which the officer receives back pay.

Section 5. The Employer shall provide the FOP, on a quarterly basis, a list of all officers in the bargaining unit represented by the FOP. This list shall contain the officer's name, social security number, address, agency in which employed, class code, work location (institution, district, bureau, etc.) and whether the officer is a member or non-member.

Section 6. The FOP shall indemnify and hold the Employer harmless against any and all claims, suits, orders, or judgments brought or issued against the Employer as a result of any action taken or not taken by the Employer under the provisions of this Article.

## **ARTICLE 5 HOURS OF WORK**

Section 1. All officers are engaged in seven-day operations which are defined as activities for which there is regularly scheduled employment for seven days a week. The work week shall consist of any five days within a consecutive seven calendar-day period.

Section 2. The work day shall consist of any 24 hours in a pre-established work schedule beginning with the scheduled reporting time for the officer's shift.

Section 3. The work shift shall consist of 8 work hours within a pre-established work schedule.

Section 4. The regular hours of work for any shift shall be consecutive.

Section 5. a. Work schedules showing the officers' shifts, work days, and hours shall be posted on applicable departmental bulletin boards. Except for emergencies and training, changes shall be posted two weeks in advance.

b. The Employer may change the start time of a scheduled shift if the affected officer is given at least 24 hours' notice. This shall not be applicable to the outright changing of an officer's shift (e.g., from first platoon to second platoon) or to changing an officer's scheduled day off.

Section 6. In the event of a change in shift from a pre-established work schedule, officers must be off regularly scheduled work for a minimum of 16 hours.

**ARTICLE 6  
SALARIES AND WAGES**

**Section 1.** The base wage for each officer covered by this Agreement who is in an active pay status will be increased as follows:

- a. Effective July 1, 2015, the existing pay schedule shall be adjusted as reflected in Appendix A.
  - (1) The base rate, Step E, for Capitol Police Patrolman shall be increased by 1.5%. Step A shall represent 80% of the maximum base rate. Step B shall represent 85% of the maximum base rate. Step C shall represent 90% of the maximum base rate. Step D shall represent 95% of the maximum base rate.
  - (2) The base rates for Steps A through E for Capitol Police Corporal shall be 11% greater than the base rates for Steps A through E for Capitol Police Patrolman.
  - (3) The base rates for Steps A through E for Capitol Police Sergeant shall be 11% greater than the base rates for Steps A through E for Capitol Police Corporal.
  - (4) The base rates for Steps A through E for Capitol Police Lieutenant shall be 11% greater than the base rates for Steps A through E for Capitol Police Sergeant.
  
- b. Effective July 1, 2016, the existing pay schedule shall be adjusted as reflected in Appendix B.
  - (1) The Step E rate for Capitol Police Patrolman shall be increased by 2.75%.
  - (2) All other rates shall be calculated in accordance with Section 1.a.(1)-(4), above.
  
- c. Effective July 1, 2017, the existing pay schedule shall be adjusted as reflected in Appendix C.
  - (1) The Step E rate for Capitol Police Patrolman shall be increased by 2.75%.
  - (2) All other rates shall be calculated in accordance with Section 1.a.(1)-(4), above.
  
- d. Effective July 1, 2018, the existing pay schedule shall be adjusted as reflected in Appendix D.

- (1) The Step E rate for Capitol Police Patrolman shall be increased by 2.75%.
- (2) All other rates shall be calculated in accordance with Section 1.a.(1)-(4), above.

Section 2. An officer in an inactive pay status shall, upon return to active status, be entitled to the above general pay increases outlined in Section 1 where applicable.

Section 3. The salaries of officers shall be paid bi-weekly. In the event the payday occurs on a holiday, the preceding day shall be the payday.

Section 4. An officer's performance rating shall not be used in determining entitlement to a service increment. The increment shall be granted solely on the basis of service on the officer's anniversary date. The definition of anniversary date ("annual performance/increment date") that is in effect on the date of this Agreement in the Commonwealth's Personnel Rules shall apply.

Section 5. In addition to the base salary, officers shall be entitled to longevity in accordance with the following terms:

a. An officer's performance rating shall not be used in determining entitlement to a longevity level increase. The longevity level increase shall be granted solely on the basis of service on the officer's longevity date. The definition of longevity date that is in effect on the date of this Agreement in the Commonwealth's Personnel Rules shall apply.

b. Pursuant to Section a. above, in addition to base salary, officers shall be entitled to the longevity rate indicated for their years of service in the following table:

Over 5 years	-	5%
Over 6 years	-	6%
Over 7 years	-	7%
Over 8 years	-	8%
Over 9 years	-	9%
Over 10 years	-	10%
Over 11 years	-	11%
Over 12 years	-	12%
Over 13 years	-	13%
Over 14 years	-	14%
Over 15 years	-	15%
Over 16 years	-	16%
Over 17 years	-	17%
Over 18 years	-	18%
Over 19 years	-	19%
Over 20 years	-	20%
Over 21 years	-	21%
Over 22 years	-	22%
Over 23 years	-	23%



Over 24 years -	24%
Over 25 years -	25%
Over 26 years -	26%
Over 27 years -	27%
Over 28 years -	28%

Section 6. Upon promotion, an officer will be placed on the appropriate pay scale at the same step and longevity level as that held prior to the promotion.

Section 7. All officers will be required to sign up for direct deposit of paychecks and travel expense reimbursement.

Section 8. Officers will receive a 5% salary differential for periods of time served in the K-9 unit.

## **ARTICLE 7 SHIFT DIFFERENTIAL**

Section 1. An officer whose 8 hour work shift on a scheduled work day begins before 6:00 a.m. or at or after 12:00 noon will be paid a shift differential of \$1.00 per hour for all hours worked on that shift.

Section 2. Officers who work overtime before or beyond a regularly assigned shift will receive a shift differential for the overtime hours worked before 6:00 a.m. or after 12:00 noon. The shift differential will be included in the base rate for the purpose of computing the appropriate overtime premium rate.

## **ARTICLE 8 CALL TIME**

Section 1. Officers who have been called into work outside of their regular shift schedule by any means shall be guaranteed a minimum of four hours' work. Call time pay begins when the officer reports to the assigned work site ready for work. There shall be no duplication of hours.

Section 2. Officers who may be subject to call to respond to the scene of an incident directly from their residence shall be permitted to take to their residence that equipment which is reasonably necessary to adequately and safely respond, including uniform, firearm, leather gear and radio.

Section 3. Call time shall be paid for at whatever rate is appropriate.

Section 4. Pre-scheduled overtime shall not be considered call time.

## **ARTICLE 9 OVERTIME**

**Section 1.** One and one-half of the officer's regular hourly rate of pay shall be paid for work under the following conditions:

- a. For any work performed in excess of eight hours in any work day or in excess of 40 hours in any work week.
- b. There shall be no duplication of premium pay for the same hours worked under the provisions of Subsection a. of this Section.

**Section 2.** The following items will be regarded as hours worked for the purpose of computing overtime pay under Section 1 of this Article:

- a. Hours worked, excluding standby time.
- b. Holidays, except 1) Where the Employer exercises its option to pay for a holiday which occurs on an officer's day off in lieu of granting time off with pay or the officer consents to forego a day of paid leave. 2) Where the officer is paid for compensatory time earned as a result of working a holiday.
- c. Annual leave.
- d. Compensatory leave; to be included in the period of occurrence for the purpose of computing overtime.
- e. Personal leave day.
- f. Sick leave.
- g. Civil leave.
- h. Administrative leave.

**Section 3.** Double an officer's regular hourly rate of pay shall be paid to officers on a five-day-per-week schedule for hours worked on the second scheduled day off in the work week provided the officers are in an active pay status on their five regularly scheduled work days and work their first scheduled day off in the work week. If such officers are in an active pay status their next five regularly scheduled work days and work their next scheduled day off or their next two scheduled days off, they shall be paid double time for hours worked on those days.

**Section 4.** By mutual agreement between the Employer, the FOP and the officer involved, compensatory time at the appropriate rate may be granted in lieu of premium overtime pay. Such compensatory time is to be granted within the 90 calendar day period succeeding the date on which the overtime is worked. The compensatory time off shall be scheduled for periods of time

requested by the officer subject to management's responsibility to maintain efficient operations. If the compensatory time is not granted within this time period, the officer shall be compensated at the appropriate rate of pay in lieu of paid time off. At any time, an officer may request payment for unused, unscheduled compensatory time.

Section 5. The Employer will attempt to equalize overtime during each one-half calendar year between or among the officers within the same job classification within each equalization unit who have previously stated in writing a willingness to accept overtime assignments. When the need for overtime occurs, the Employer shall first seek to obtain volunteers for the performance of the overtime work among those officers who have stated a willingness to work overtime. In the event that there is an insufficient number of volunteers, the Employer shall have the right to assign such work on a non-volunteer basis beginning with the least senior of those officers who have had the least assigned overtime on a non-volunteer basis during that period. Seniority status in this regard shall be Classification Seniority. Nothing in this Section shall require the Employer to accept as a volunteer or to assign overtime to officers where they would be entitled to double time for such overtime work.

An officer declining overtime shall be credited with the overtime worked by the officer accepting or assigned to the overtime for equalization purposes. Officers may be passed over in order to comply with the equalization requirements.

An officer submitting a written statement of willingness to work overtime or withdrawing the written statement of willingness to work overtime after the beginning of a six-month equalization period shall be credited for equalization purposes with an amount of overtime equal to the maximum amount of credited overtime held by an officer in the same classification in the equalization unit at the time of submitting or withdrawing the statement.

Lists showing accumulations of overtime within each equalization unit during the preceding six-month period shall be posted every six months.

Section 6. Payment for overtime is to be made on the pay day of the first pay period following the pay period in which the overtime is worked. For the purpose of this Section, and in the determination of this time, pay periods will be considered as after-the-fact.

Section 7. There shall be no duplication or pyramiding of any premium pay provided for under the provisions of this Agreement for the same hours worked. Time worked on holidays during an officer's regular shift shall not be excluded from hours worked for the purpose of determining eligibility for overtime pay under Section 1 of this Article.

Section 8. As soon as practically and legally possible, the Commonwealth will adopt a tax-qualified Leave Payout Plan. All officers who attain age 55 before or during the calendar year they separate from service after adoption of the Leave Payout Plan shall have the leave payouts otherwise payable for accumulated and unused Annual Leave, Personal Leave, Compensatory Leave, Holiday Leave and Sick Leave, up to the maximum allowable by law, deposited in an account in the officer's name, provided however that if the total amount of leave payout is \$5000 or less, this amount shall be paid to the officer in cash. Amounts in excess of the maximum

allowable amount will be paid to the officer in cash.

## **ARTICLE 10 COURT TIME**

**Section 1.** Officers who are called to testify in court outside of their regular work shift schedule as a result of actions taken while performing their duties as a Capitol Police Officer shall be compensated for all hours worked at the appropriate rate of pay or a minimum of four hours' pay at the appropriate rate of pay, whichever is greater, provided one of the following criteria is met:

- a. The actions taken are within the Officer's jurisdictional boundaries as defined by the Employer.
- b. The actions taken are outside the Officer's jurisdictional boundaries but arise due to the need for the Officer to come to the assistance of: (1) Another Police Officer or (2) The general public in those situations where their health and safety is jeopardized.

There shall be no duplication of hours.

**Section 2.** Although court time generally begins when the officer reports to the courtroom at the time designated by the court for the officer to appear, the following will also count in calculating total compensatory court time:

- a. Reasonable travel time from headquarters to the site of the hearing if the hearing is in a city other than the city designated as headquarters.
- b. Reasonable time to pick-up witnesses and/or prisoners needed to testify at the hearing, if applicable.
- c. Reasonable time to prepare for court, if applicable.

**Section 3.** The provisions of Sections 1 and 2 shall not be applicable to officers who are called to testify in court outside of their regular work schedule as a result of police actions taken in assisting another police officer or protecting the general public during off-duty hours. However, officers will be eligible to receive compensatory time for all hours spent testifying. Documentation to support a request for compensatory time under this Section may be required.

**Section 4.** The provisions of Article 8 (Call Time) and Article 11 (Standby Time) are not applicable to the time officers spend waiting to be called to testify, or to any time spent traveling to and from the court room except as outlined above.

## **ARTICLE 11 STANDBY TIME**

**Section 1.** An officer is on standby during the period that the officer is required to remain at home and to be available for emergencies. Only officers who are required to be on standby are entitled to the compensation hereafter set forth. Such officers shall, at the Employer's discretion, either be paid twenty-five percent (25%) of their regular base pay for such standby time or receive compensatory time off equivalent to twenty-five percent (25%) of such standby time. Officers shall be considered to be on standby time until officially released. Standby time shall not be considered hours worked for the purpose of overtime computation. An officer shall not be considered to be on standby time while the officer is being paid for call time.

## **ARTICLE 12 HOLIDAYS**

**Section 1.** The following days shall be recognized as paid holidays:

1. New Year's Day
2. Martin Luther King Jr.'s Birthday
3. Presidents' Day
4. Memorial Day
5. Independence Day
6. Labor Day
7. Columbus Day
8. Veterans' Day
9. Thanksgiving Day
10. Day After Thanksgiving
11. Christmas Day

Monday shall be recognized as a holiday for all holidays occurring on a Sunday, and Friday for all holidays occurring on a Saturday for those officers on a normal Monday through Friday work week employed at the Philadelphia, Pittsburgh, Reading, or Scranton State Office Buildings. For other than these officers, the holiday shall be deemed to fall on the day on which the holiday occurs.

**Section 2.** A permanent full-time officer shall be granted one day of paid leave on or in lieu of each of the holidays set forth in Section 1 provided the officer was in an active pay status for the last half of the officer's scheduled work day immediately prior and the first half of the officer's scheduled work day immediately subsequent to the actual holiday. If a holiday occurs while officers are on leave without pay under Article 14, Section 3, they shall be paid for the holiday provided the officers were in active pay status the last half of the officer's scheduled work day immediately prior and the first half of the officer's scheduled work day immediately subsequent to the leave without pay.

If a holiday is observed while a permanent full-time officer is on sick leave, annual, or other paid leave status, the officer will receive holiday pay and the day will not be charged against sick, annual, or other paid leave credits.

When a holiday occurs on an officer's scheduled day off, the officer shall receive one day of paid leave in lieu of such holiday; provided, however, that whenever the Employer determines that staffing requirements prevent granting paid leave, the officer shall be given an additional day's pay in lieu of a day of paid leave.

**Section 3.** If a permanent full-time officer works on any of the holidays set forth in Section 1 of this Article, except the Day after Thanksgiving, the officer shall be compensated at one and one-half times the officer's regular hourly rate of pay for all hours worked on said holiday. The officer shall receive paid time off for all hours worked on a holiday up to a full shift. If such time is worked during the officer's regularly scheduled shift, the paid time off shall be in lieu of holiday pay for that time under Section 2 above. Paid time off for time worked outside the officer's regularly scheduled shift shall not be in lieu of such holiday pay.

If a permanent full-time officer works on the Day after Thanksgiving, the employee shall be compensated at the officer's regular hourly rate of pay for all hours worked on said holiday. The officer shall receive paid time off for all hours worked on the Day after Thanksgiving up to a full shift. If such time is worked during the officer's regularly scheduled shift, the paid time off shall be in lieu of holiday pay for that time under Section 2 above. Paid time off for time worked outside the officer's regularly scheduled shift shall not be in lieu of such holiday pay.

In lieu of the compensation set forth above, the Employer may offer an officer who works on any of the holidays set forth in Section 1 above, the option to receive double time for all hours worked on the holiday. If an officer accepts this option, the officer will not receive paid time off or any other compensation for any hours worked on the holiday.

**Section 4.** Officers will be permitted to use paid time off awarded for working the holidays listed in Section 1 within 240 days succeeding the designated holiday provided the officer schedules the leave within the first 120 days following the worked holiday. Available compensatory time may be used by an officer for an emergency.

Officers may select the date on which they utilize their compensatory time awarded for working the holidays listed in Section 1 provided they have given the Employer one week's notice and the Employer will respect the requested selection time as long as it is not detrimental to the efficiency of the operation. The Employer, in its sole discretion, may waive the one-week notice requirement. If the officer makes no attempt to schedule the earned paid time off within the 120 day period succeeding the holiday, such time will be scheduled by the Employer or paid for by the Employer at the officer's regular hourly rate of pay.

**Section 5.** An officer who is scheduled to work on a holiday and is absent for an unauthorized reason on that day, shall not be eligible to receive the holiday, holiday pay, or compensatory time off.

**Section 6.** Permanent part-time officers shall receive holidays on a pro-rata basis. Officers, at the option of the Employer, shall receive either pro-rated paid leave or shall be paid at their regular hourly rate of pay in lieu of such paid leave.

Permanent part-time officers shall be compensated at one and one-half times their regular hourly rate of pay for all hours worked on a holiday set forth in Section 1 above except the Day after Thanksgiving. Permanent part-time officers shall be compensated at their regular hourly rate of pay for all hours worked on the Day after Thanksgiving.

**Section 7.** Any permanent officer separated from the service of the Employer for any reason prior to taking accrued paid time off earned by working the holidays listed in Section 1, shall be compensated in lump sum for any unused paid time off the officer has accumulated up to the time of separation.

**Section 8.** Whenever the Employer declares a special holiday or part holiday for all employees under the Employer's jurisdiction, all permanent officers who are required to work on the day on which such holiday hours occur shall receive time off with pay for all hours worked up to the number of hours in the officer's normal work shift, if a full holiday is declared, or up to a pro-rata share of the normal work shift if a partial holiday is declared. The Employer shall have the option of paying the officer their regular hourly rate of pay in lieu of such equivalent time off with pay.

**Section 9.** When an officer's work shift overlaps the calendar day, the first shift of the officer in which fifty percent (50%) or more of the time occurs on the applicable holiday shall be considered in the holiday period and the holiday period shall end 24 hours after the commencement of that shift.

**Section 10.** In no event shall an officer be entitled to duplicate holiday payment. Time worked during an officer's regular shift shall not be excluded from hours worked for the purposes of determining eligibility for overtime pay under Section 1 of Article 9 of this Agreement.

**Section 11.** There shall be no duplication or pyramiding of any premium pay provided for under the provisions of this Agreement for the same hours worked.

**Section 12.** As soon as practically and legally possible, the Commonwealth will adopt a tax-qualified Leave Payout Plan. All officers who attain age 55 before or during the calendar year they separate from service after adoption of the Leave Payout Plan shall have the leave payouts otherwise payable for accumulated and unused Annual Leave, Personal Leave, Compensatory Leave, Holiday Leave and Sick Leave, up to the maximum allowable by law, deposited in an account in the officer's name, provided however that if the total amount of leave payout is \$5000 or less, this amount shall be paid to the officer in cash. Amounts in excess of the maximum allowable amount will be paid to the officer in cash.

**ARTICLE 13  
LEAVES OF ABSENCE**

**Section 1.** All time that an officer is absent from work shall be appropriately charged.

**Section 2.** Where a state civil service examination is not given during an officer's non-working time, a permanent full-time officer shall be granted administrative leave with pay to take such examination which is scheduled during the officer's regular work hours subject to management's responsibility to maintain efficient operations. Officers shall only be entitled to leave for this purpose on one occasion during each one-half calendar year. Such leave shall not exceed the officer's normal work shift or the time necessary to travel to and from the examination and to take the examination, whichever is lesser. Officers shall not be eligible for travel expenses under this Section.

**Section 3.** All requests for leave must be submitted in writing to the officer's immediate supervisor and shall be answered in writing. Requests for emergency type leaves shall be answered before the end of the shift on which the request is made. Except for such emergency type leaves, the time when leave is taken is within the discretion of the Employer.

Except as provided in Article 16, Section 3 (relating to the selection period for annual leave), requests for any type of leave to which an officer is entitled under this Agreement and which is not to exceed one month shall be answered by the Employer within five days. If the requested leave is in excess of one month, the request shall be answered within 10 days.

**Section 4.** For the purpose of this Article, the calendar year shall be defined as beginning with the officer's first full pay period commencing on or after January 1 and continuing through the end of the officer's pay period that includes December 31.

**ARTICLE 14  
LEAVES OF ABSENCE WITHOUT PAY**

**Section 1.** Officers may be granted leaves without pay at the sole discretion of the Employer for any reason for a period not to exceed two years.

**Section 2.** Officers who are elected or appointed as FOP officials or representatives shall, at the written request of the officer, be granted leaves without pay for the maximum term of office, not to exceed three years. Such leaves may be renewed or extended by written mutual consent of the FOP and the Employer.

**Section 3.** FOP officials or elected delegates shall be granted up to six (6) weeks leave without pay each year without loss of seniority credit where such time is necessary to enable them to attend official FOP conventions or conferences.



Section 4. After completing one year of service, an officer may be granted a leave of absence without pay at the sole discretion of the Employer for educational purposes. Such leave shall not exceed one year and shall not be granted more than once every four years.

Section 5. a. After completing one year of service, permanent officers shall be granted, upon written request, up to six (6) months of sick leave without pay with benefits, on a rolling twelve month year basis, provided the officer has at least 1250 hours of actual work time within the twelve months preceding the commencement of the leave. If the illness or disability is due to a serious health condition as defined by the Family and Medical Leave Act, leave shall be granted for less than two (2) consecutive weeks. The request, which shall be submitted in advance of the leave if circumstances permit, shall include proof of illness or disability in the form of a doctor's certificate and shall state a prognosis and expected date of return. If requested and properly documented as medically necessary, leave under this Section shall be approved on an intermittent or reduced-time basis during the first twelve weeks of absence per rolling twelve month year. After twelve weeks of absence, whether taken intermittently, on a reduced-time basis, or continuously, subsequent leaves in the rolling twelve month year shall not be approved for periods less than two consecutive weeks.

b. Officers shall be required to use all accrued paid sick leave upon commencement of sick leave without pay. Such sick leave used will run concurrently with and reduce the six month entitlement to leave without pay with benefits. Officers shall not be required to use annual, personal, compensatory or holiday leave upon the commencement of sick leave without pay. If annual, personal or holiday leave is used, it will not reduce such entitlement, but it must be used at the commencement of the absence.

c. Effective at the beginning of the 2013 leave calendar year, subsection 5.b. applies except that officers may elect, at the commencement of the leave, to retain up to ten (10) days of accrued sick leave.

d. One aggregate six month entitlement of leave without pay with benefits will be provided for sick leave without pay used under this Section, parental leave without pay used under Article 21, Section 1.a., and family care leave without pay used under Article 22, Section 1. Leave used under these Articles will be deducted from the six month entitlement and run concurrently.

e. After the officer has used an aggregate of six (6) months of leave without pay with benefits under this Section, Article 21, Section 1.a. and/or Article 22, Section 1, the Employer is not required to grant subsequent leave without pay with benefits until such time that the officer again becomes eligible for some portion of the six month entitlement under the rolling twelve month year, provided that the officer has 1250 hours of actual work time within the twelve month period preceding commencement of the leave.

f. The continuation of benefits under this Section is subject to the officer's payment of any required officer contribution under Article 24, Section 3.

g. This Section shall not apply to a work-related injury.

**Section 6.** Upon request of the officer, an extension of up to an additional six months of leave without pay shall be granted provided the officer provides proof of continuing illness or disability in the form of a doctor's certificate which shall state a prognosis and expected date of return. The extension shall be without benefits and shall be contiguous to the termination of the initial six months of leave without pay with benefits. It shall not be used on an intermittent or reduced-time basis. Upon certification from the officer's doctor that the officer is able to return to work, the officer shall be offered a position in the same classification and seniority unit for which a vacancy exists and to which there are no seniority claims and which the agency intends to fill. If such a position is not available, the officer shall be offered, during the remainder of the six-month period, any position in the same classification, in a lower classification in the same classification series, or a position previously held, within the same geographical/organizational limitation as the seniority unit, for which a vacancy exists and to which there are no seniority claims and which the agency intends to fill. If the officer refuses an offer of a position in the same classification, the officer's rights under this Section shall terminate. If the officer accepts a position in a lower classification or a position previously held, the officer will be offered a position in the same classification if there is a vacancy in that classification during the remainder of the six-month period in the seniority unit, provided there are no seniority claims to the position, and the agency intends to fill the position.

This Section shall not apply to a work-related injury.

**Section 7.** Upon the expiration of any approved leave of absence without pay, except as provided in Section 6 above, Article 21, Section 3, Article 18, Section 7 and in Article 22, Section 5, the officer is entitled to return to a position in the same or equivalent classification within the agency, subject to the furlough provisions of Article 28, Seniority.

**Section 8.** It is understood by both parties that the provisions of Sections 5, 6, and 7 are consistent with the Family and Medical Leave Act of 1993, 29 USC Sections 2601 et seq.

**Section 9.** State-paid coverage for life insurance and state payments toward coverage for health benefits as provided in Articles 23 and 24 will continue for the period of time the officer is on sick leave without pay with benefits under Section 5 of this Article.

**Section 10.** After completing one year of service, officers shall be eligible to use unpaid military exigency and military caregiver leave with benefits in accordance with the Family and Medical Leave Act of 1993, 29 U.S.C. Sections 2601, et seq., provided the officer has at least 1250 hours of actual work time within the twelve months preceding the commencement of the leave. Military exigency absence provides 12 weeks of leave within a rolling calendar year. Military exigency leave will run concurrently with and reduce the six months leave without pay with benefits entitlement under Article 14, Section 5.a.; Article 21, Section 1.a., and Article 22, Section 1. Military caregiver absence provides a separate 26 weeks of leave entitlement within a single 12 month period in addition to the leave without pay with benefits entitlements under Article 14, Section 5.a.; Article 21, Section 1.a., and Article 22, Section 1. All accrued annual, personal, compensatory and holiday leave must be used before using any unpaid military exigency or military caregiver absence. In addition, when applicable, all accrued sick leave must be used before using unpaid military caregiver leave. Both military exigency leave and military

caregiver leave may be used intermittently or on a reduced time basis.

Section 11. Effective with the beginning of the 2017 leave calendar year, upon the expiration of any approved leave of absence without pay, except as provided in Article 18, Section 6 and in Article 21, Section 12, the officer is entitled to return to a position in the same or equivalent classification within the agency, subject to the furlough provisions of Article 28, Seniority.

Section 12. Effective with the beginning of the 2017 leave calendar year, Sections 5 through 10 of this Article shall expire, and be replaced by the provisions of Article 21, Sections 10 through 17, except that officers who commenced a leave under this Article prior to that time shall continue to be governed by the provisions of this Article at the time their leave commenced.

## **ARTICLE 15 PERSONAL LEAVE**

Section 1. All permanent officers will be eligible for paid personal leave as follows:

- a. One paid personal leave day will be earned in the officer's first calendar year of employment provided the officer has 160 hours in an active pay status in the calendar year.
- b. One paid personal leave day per one-half calendar year will be earned in the officer's second calendar year of employment, provided the officer has 160 hours in an active pay status in each one-half calendar year.
- c. One paid personal leave day per calendar quarter will be earned in the officer's third and subsequent years of employment, provided the officer has 160 hours in an active pay status in each one quarter calendar year.
- d. Leave service credit earned during all periods of Commonwealth employment will be used to determine whether, for purposes of this Section, an officer is in the first calendar year of employment, the second calendar year of employment, or the third and subsequent years of employment.

Section 2. Personal leave shall be scheduled and granted for periods of time requested by the officer subject to management's responsibility to maintain efficient operations. If the nature of the work makes it necessary to limit the number of officers on personal leave at the same time, the officer with the greatest seniority as it relates to total years of continuous service in the bargaining unit in the Department at the work site shall be given a choice of personal leave in the event of any conflict in selection. Where reasonable opportunities are available for the selection of personal leave on a seniority basis, approved requests shall not be revoked if a conflict in selection develops after the selection period.

Section 3. Personal leave to which an officer may become entitled during the calendar year may be granted at the Employer's discretion before it is earned. An officer who is permitted to anticipate such leave and who subsequently terminates employment shall reimburse the Employer for those days of personal leave used but not earned.

Section 4. Personal leave days shall be noncumulative from calendar year to calendar year. If officers are required to work on their scheduled personal leave day and are unable to reschedule their personal day during the calendar year due to the demands of their work, the calendar year shall be extended for 7 pay periods for rescheduling purposes.

Section 5. An officer who becomes ill while on personal leave will not be charged personal leave for the period of illness provided the officer furnishes a satisfactory proof of such illness to the Employer upon return to work.

Section 6. All permanent part-time officers who are in an active pay status as specified in Section 1 above shall receive personal leave days on a pro rata basis calculated to the nearest half day.

Section 7. As soon as practically and legally possible, the Commonwealth will adopt a tax-qualified Leave Payout Plan. All officers who attain age 55 before or during the calendar year they separate from service after adoption of the Leave Payout Plan shall have the leave payouts otherwise payable for accumulated and unused Annual Leave, Personal Leave, Compensatory Leave, Holiday Leave and Sick Leave, up to the maximum allowable by law, deposited in an account in the officer's name, provided however that if the total amount of leave payout is \$5000 or less, this amount shall be paid to the officer in cash. Amounts in excess of the maximum allowable amount will be paid to the officer in cash.

Section 8. For the purpose of this Article, the calendar year shall be defined as beginning with the officer's first full pay period commencing on or after January 1 and continuing through the end of the officer's pay period that includes December 31.

Section 9. Effective with the beginning of the 2017 leave calendar year and the incorporation of personal leave into annual leave, this Article shall expire. An additional personal day earned by an employee under the provisions of Article 17, Section 11 based on no sick leave usage during leave calendar year 2016 will be converted to an additional annual leave day at the beginning of the 2017 leave calendar year and thereafter be available for use in accordance Article 16 (Vacations).

**ARTICLE 16  
VACATIONS**

**Section 1.** a. Officers shall be eligible for annual leave after 30 calendar days of service with the Employer in accordance with the following schedule:

**Leave Service Credit  
(Includes all periods  
of Commonwealth employment  
where leave service credit  
is earned)**

**Maximum Annual Leave  
Entitlement Per Year**

Up to 3 Years:

Annual Leave will be  
earned at the rate of  
2.70% of all Regular Hours Paid

40 Hour Workweek: 56 Hours (7 days)

Over 3 Years to 15 Years Inclusive:

Annual Leave will be  
earned at the rate of  
5.77% of all Regular Hours Paid

40 Hour Workweek: 120 Hours (15 days)

Over 15 Years to 25 Years Inclusive:

Annual Leave will be  
earned at the rate of  
7.70% of all Regular Hours Paid

40 Hour Workweek: 160 Hours (20 days)

b. Officers hired prior to October 10, 2012 with over 25 years of Commonwealth service are eligible to earn annual leave in accordance with the following schedule.

Over 25 Years:

Annual Leave will be  
earned at the rate of  
10% of all Regular Hours Paid

40 Hour Workweek: 208 Hours (26 days)

c. Effective with the beginning of the 2017 leave calendar year, Officers shall be eligible for annual leave after 30 calendar days of service with the Employer in accordance with the following schedule:

**Leave Service Credit  
(Includes all periods of  
Commonwealth Service  
where leave service credit  
is earned)**

**Maximum Annual Leave  
Entitlement Per Year**

Up to 3 Years:

Annual Leave will be  
Earned at the rate of  
4.24% of all Regular  
Hours Paid

40 Hr. Workweek: 88 Hrs. (11 days)

Over 3 Years to 15 Years Inclusive:

Annual Leave will be  
Earned at the rate of  
7.32% of all Regular  
Hours Paid

40 Hr. Workweek: 152 Hrs. (19 days)

Over 15 Years:

Annual Leave will be  
Earned at the rate of  
9.24% of all Regular  
Hours Paid

40 Hr. Workweek: 192 Hrs. (24 days)

d. Effective with the beginning of the 2017 leave calendar year, Officers hired before October 10, 2012 with over 25 years of Commonwealth service are eligible to earn annual leave in accordance with the following schedule.

Over 25 Years:

Annual Leave will be  
Earned at the rate of  
11.55% of all Regular  
Hours Paid

40 Hr. Workweek: 240 Hrs. (30 days)

e. Regular Hours Paid as used in this Article include all hours paid except overtime, standby time, call-time, and full-time out-service training.

f. Officers shall be credited with a year of service for each twenty-six (26) pay periods completed in an active pay status, provided they were paid a minimum of one (1) hour in each pay period.

g. Officers may be eligible for up to one additional annual leave day to be earned at the beginning of the next leave calendar year provided the requirements of Article 17, Section 11 are met. An additional personal day earned by an employee under the provisions of Article 17, Section 11 based on no sick leave usage during leave calendar year 2016 will be converted to an additional annual leave day at the beginning of the 2017 leave calendar year and thereafter be available for use in accordance this Article.

Section 2. Vacation pay shall be the officer's regular straight time rate in effect for the officer's regular classification.

Section 3. Vacations shall be scheduled and granted for periods of time requested by the officer subject to management's responsibility to maintain efficient operations. If the nature of the work makes it necessary to limit the number of officers on vacation at the same time, the officer with the greatest seniority as it relates to total years of continuous service with the Employer in the bargaining unit in the Department at the work site shall be given the choice of vacation periods in the event of any conflict in selection. Where reasonable opportunities are available for selection of vacations on a seniority basis, approved requests shall not be revoked if a conflict in selection develops after the selection period. The selection period shall be January 1 through the end of February of each calendar year for vacations from March 1 through the end of February of the following year, unless there are subsequent agreements on the selection period. Requests for leave submitted during the selection period shall be answered within 20 calendar days after the end of the selection period.

Requests for annual leave not scheduled during the selection period will be acted upon by Management as received and scheduled on a "first-come, first-serve" basis.

Section 4. If a holiday occurs during the work week in which vacation is taken by an officer, the holiday shall not be charged to annual leave.

Section 5. Officers who become ill during their vacation will not be charged annual leave for the period of illness provided proof of such illness is furnished to the Employer upon return to work.

Section 6. Officers separated from the service of the Employer for any reason prior to taking their vacation, shall be compensated in a lump sum for the unused vacation they have accumulated up to the time of separation. As soon as practically and legally possible, the Commonwealth will adopt a tax-qualified Leave Payout Plan. All officers who attain age 55 before or during the calendar year they separate from service after adoption of the Leave Payout Plan shall have the leave payouts otherwise payable for accumulated and unused Annual Leave, Personal Leave, Compensatory Leave, Holiday Leave and Sick Leave, up to the maximum allowable by law, deposited in an account in the officer's name, provided however that if the total amount of leave payout is \$5000 or less, this amount shall be paid to the officer in cash. Amounts in excess of the maximum allowable amount will be paid to the officer in cash.

Section 7. Unused annual leave shall be carried over from one calendar year to the next provided that in no case shall the amount thus carried over exceed 45 days (360 hours). However,

officers will be permitted to carry over annual leave in excess of the forty-five (45) day limit into the first seven (7) pay periods of the next calendar year. Any days carried over in accordance with this Section which are not scheduled and used during the first seven (7) pay periods of the next calendar year will be converted to sick leave, subject to the 335 day limitation contained in Article 17, Section 2. Scheduling of those days carried over shall be in accordance with Section 3 above.

Section 8. If an officer is required to return to work after commencement of a prescheduled vacation, the officer shall be compensated at one and one-half times the officer's regular hourly rate of pay for all hours required to work on the prescheduled vacation day or days off. The officer shall be permitted to reschedule such vacation day or days in accordance with Section 3.

Section 9. The provisions of Section 1 of this Article shall not apply to temporary officers unless such officers have worked 750 regular hours by the end of the last full pay period in each calendar year. It is understood that this Section does not apply to a furloughed officer who, during the recall period, returns to the Employer's payroll in a temporary capacity.

Section 10. Officers on leave without pay to attend official FOP conventions or conferences in accordance with Article 14, Section 3, shall have that time included in regular hours paid for purposes of earning annual leave entitlement and credited service under Section 1 above.

Section 11. Permanent officers who have one or more years of service since their last date of hire may anticipate annual leave to which they become entitled during the then current calendar year unless the Employer has reason to believe that the officer has been abusing leave privileges. Permanent officers with less than one year of service since their last date of hire may not anticipate annual leave. Effective with the beginning of the 2017 leave calendar year, permanent Officers with less than one year of service may, at the Employer's discretion, anticipate up to one day (8.0 hours) of annual leave before it is earned. An employee who is permitted to anticipate such leave and who subsequently terminates employment shall reimburse the Employer for leave used but not earned.

Section 12. An officer who is furloughed and is not employed in another position within 14 calendar days of the effective date of furlough will receive a lump sum payment for all earned, unused annual leave unless the officer requests in writing before the end of the 14 calendar days to freeze all earned, unused annual leave.

An officer may subsequently change a decision to freeze the earned, unused annual leave by submitting a written request for a lump sum payment for the annual leave. Payment will be made within 35 days of the date on which the request is received by the Employer, and will be at the rate of pay in effect on the last day of employment prior to the date of furlough.

If the officer is re-employed during the furlough recall period, annual leave which was frozen will be reinstated. If the officer is not re-employed prior to the expiration of the furlough recall period, the officer shall be paid off in lump sum for all frozen earned, unused annual leave at the rate of pay in effect on the last date of employment prior to the date of furlough.



Section 13. For the purpose of this Article, the calendar year shall be defined as beginning with the officer's first full pay period commencing on or after January 1 and continuing through the end of the officer's pay period that includes December 31.

**ARTICLE 17  
SICK LEAVE AND BEREAVEMENT LEAVE**

Section 1. a. Officers shall be eligible for paid sick leave after 30 days of service with the Employer. Officers who commenced employment prior to July 1, 1985, shall earn sick leave as of their date of hire in accordance with the following schedule:

	<u>Maximum Sick Leave Entitlement Per Year</u>
Sick Leave will be earned at the rate of 6% of all Regular Hours Paid	40 Hour Workweek: 124.8 Hours (15.6 days)

b. Officers who commence employment on or after July 1, 1985 shall earn sick leave as of their date of hire in accordance with the following schedule:

	<u>Maximum Sick Leave Entitlement Per Year</u>
Sick Leave will be earned at the rate of 5% of all Regular Hours Paid	40 Hour Workweek: 104 Hours (13 days)

c. Effective the beginning of the 2013 leave calendar year, all officers shall earn sick leave in accordance with the following schedule:

	<u>Maximum Sick Leave Entitlement Per Year</u>
Sick Leave will be earned at the rate of 4.24% of all Regular Hours Paid	40 Hour Workweek: 88 Hours (11 days)

d. Regular Hours Paid as used in this Article include all hours paid except overtime, standby time, call-time, and full-time out-service training.

Section 2. Officers shall earn sick leave from their date of hire and may accumulate sick leave up to a maximum of 335 days (2680 hours).

**Section 3.** A doctor's certificate is required for an absence from work due to sickness for three or more consecutive days. For absences of less than three days, a doctor's certificate may be required where in the opinion of the Employer, the officer has been abusing the sick leave privilege.

The total circumstances of an officer's use of sick leave rather than a numerical formula shall be the basis upon which the Employer's final determination is made that the officer is abusing sick leave.

**Section 4.** Where sickness in the immediate family requires the officer's absence from work, officers may use not more than five (5) days of such sick leave entitlement in each calendar year for that purpose. Immediate family is defined as the following persons: husband, wife, child, foster child or parent of the officer. The Employer may require proof of such family sickness in accordance with Section 3 above.

**Section 5.** Where a family member's serious health condition requires the officer's absence from work beyond 20 days (160 hours) in a calendar year, permanent full-time officers with at least one year of service may use accrued sick leave, in addition to that provided by Section 4 above.

a. Officers who meet the eligibility criteria in b. through e. below may use accrued sick leave in accordance with the following schedule:

<b>Leave Service Credit</b>	<b>Sick Family Allowance</b>
Over 1 year to 3 years	Up to 56 additional hours (7 days)
Over 3 years to 15 years	Up to 120 additional hours (15 days)
Over 15 years to 25 years	Up to 160 additional hours (20 days)
Over 25 years	Up to 208 additional hours (26 days)

b. During the initial 20 days (160 hours) of absence, paid annual and personal leave and/or unpaid leave shall be used and may include leave provided under Section 4 above. The additional sick family leave allowance must be used prospectively, and may not be retroactively charged for any of the initial 20 days (160 hours). A separate 20 day (160 hour) requirement must be met for each different serious health condition and/or family member and for each calendar year, even if not all of the additional days were used during the previous calendar year.

c. The initial 20 days (160 hours) of absence may be accumulated and the additional leave may be used on an intermittent basis.

d. Proof of the family member's serious health condition as defined by the Family and Medical Leave Act must be provided on the Commonwealth's Serious Health Condition Certification form. Proof may be required for each absence during the 20 day (160 hour) period and subsequent additional sick family leave period.

e. Family member for the purposes of this Section is defined as the following persons: husband, wife, child, step-child, foster child or parent of the officer or any other person qualifying as a dependent under IRS eligibility criteria.

Section 6. Officers may use up to five days of sick leave for the death of a spouse, parent, step-parent, child, or step-child and up to three days of such leave may be used for the death of a brother, sister, grandparent, grandchild, son- or daughter-in-law, brother- or sister-in-law, parent-in-law, grandparent-in-law, aunt, uncle, step-brother, step-sister, foster child or any relative residing in the officer's household.

Section 7. a. Officers who retire shall be paid for their accumulated unused sick leave in accordance with the schedule below if they retire under the conditions set forth in Subsections (1), (2) or (3):

<u>Days Available at Retirement</u>	<u>Percentage</u>	<u>Buyout</u>
0-100	35%	maximum of 35 days
101-200	40%	maximum of 80 days
201-300	50%	maximum of 150 days
Over 300	100% of days over 300	maximum of 45 days

- (1) Superannuation retirement with at least five (5) years of credited service in the State and/or Public School Retirement Systems, or
- (2) Disability retirement, which requires at least five (5) years of credited service in the State and/or Public School Retirement Systems, or
- (3) Other retirement with at least twenty-five (25) years of credited service in the State and/or Public School Retirement Systems.

b. Officers shall not be paid for part days of accumulated sick leave.

c. None of the benefits provided for in this Article are to be construed as payable as a death benefit.

d. No payments under this Section shall be construed to add to the credited service of the retiring officer or to the retirement covered compensation of the officer.

e. As soon as practically and legally possible, the Commonwealth will adopt a tax-qualified Leave Payout Plan. All officers who attain age 55 before or during the calendar year they separate from service after adoption of the Leave Payout Plan shall have the leave payouts otherwise payable for accumulated and unused Annual Leave, Personal Leave, Compensatory Leave, Holiday Leave and Sick Leave, up to the maximum allowable by law, deposited in an account in the officer's name, provided however that if the total amount of leave payout is \$5000 or less, this amount shall be paid to the officer in cash. Amounts in excess of the maximum allowable amount will be paid to the officer in cash.

**Section 8.** The provisions of Section 1 of this Article shall not apply to temporary officers unless such officers have worked 750 regular hours by the end of the last full pay period in each calendar year. It is understood that this Section does not apply to a furloughed officer who, during the recall period, returns to the Employer's payroll in a temporary capacity.

**Section 9.** Officers on leave without pay to attend official FOP conventions or conferences in accordance with Article 14, Section 3, shall have that time included in regular hours paid for the purpose of earning sick leave entitlement in accordance with Section 1 above.

**Section 10.** Permanent officers who have one or more years of service since their last date of hire may anticipate sick leave to which they become entitled during the then current calendar year unless the Employer has reason to believe that the officer has been abusing leave privileges. Permanent officers with less than one year of service since their last date of hire may not anticipate sick leave.

**Section 11.** Effective at the beginning of the 2013 leave calendar year, officers who use no sick leave in a leave calendar year shall earn one personal leave day in addition to those earned under Article 15, Sections 1.a., 1.b. and 1.c. to be used in the following leave calendar year. While sick bereavement leave shall not count for the purposes of this section, all other types of paid sick leave (personal sick leave, sick/parental/family care sick leave, work-related injury sick leave, and sick family), unpaid sick leave used for sick/parental/family care reasons, and paid and unpaid leave used for work-related injuries shall count for such purposes.

**Section 12.** For the purpose of this Article, the calendar year shall be defined as beginning with the officer's first full pay period commencing on or after January 1 and continuing through the end of the officer's pay period that includes December 31.

## **ARTICLE 18 WORK-RELATED INJURIES**

**Section 1.** a. An officer who sustains a work-related injury, during the period of this Agreement, as the result of which the officer is disabled, if so determined by a decision issued under the operation of the Workers' Compensation Program, shall be entitled to use accumulated sick, annual, or personal leave or injury leave without pay. While using accumulated leave, the officer will be paid a supplement to workers' compensation of full pay reduced by an amount that yields a net pay, including workers' compensation and social security disability benefits, that is equal to the officer's net pay immediately prior to the injury. Net pay prior to injury is defined as gross base pay minus federal, state, and local withholding, unemployment compensation tax, social security and retirement contributions. One full day of accumulated leave (8 hours) will be charged for each day the supplement is paid. Accumulated leave and injury leave without pay may be used for an aggregate of nine (9) months (274 calendar days) or for the duration of the disability, whichever is the lesser, except that, if only accumulated leave is used, it may be used beyond nine (9) months (274 calendar days) until exhausted or until the disability ceases, whichever occurs sooner. In no case, however, will the aggregate of nine (9) months (274 calendar days) extend beyond three years from the date the injury occurred. If no leave is

available under this Section, the provisions of Section 10 may apply.

The officer election to use or not use accumulated leave under this Section cannot be changed more than once.

b. State-paid coverage for life insurance and state payments toward coverage for health benefits as provided in Articles 23 and 24 will continue for the period of time that the officer is on leave under Sections 1.a. and 10 and for the first 13 weeks (91 calendar days) after leave under Sections 1.a. and 10 expire if the officer remains disabled, provided that the officer's right of return under Section 6 has not expired.

Section 2. An officer who works a reduced number of hours (part-time) due to partial disability may use leave in accordance with Section 1.a. Pay for accumulated leave used will be calculated in accordance with Section 1.a., based on the net amount of lost earnings.

Section 3. Retirement credited service for the period of time that the officer is using leave under this Article, shall be determined in accordance with the State Employees' Retirement Code.

Section 4. At the expiration of the leave under Section 1.a. if an officer continues to receive workers' compensation, the officer will be placed on leave without pay in accordance with Section 6 below.

Section 5. An officer is required to refund to the Employer the amount of any overpayment. In no case shall an officer be entitled to full pay and workers' compensation and/or social security for the same period. The Employer shall recover any amount in excess of the paid supplement to workers' compensation as described in Section 1.a. Failure to apply for or report social security or other applicable disability benefits to the Employer will result in the termination of the leave under Section 1.a.

Section 6. An officer has the right to return to a position in the same or equivalent classification held before being disabled, for a period of up to three years from the date the injury occurred provided the officer is fully capable of performing the duties of that position, subject to the furlough provisions of Article 28, Seniority. This guarantee expires if the disability ceases prior to the expiration of the three year period and the officer does not return to work immediately or if the officer retires or otherwise terminates employment. During the period of time between the end of the leave under Section 1.a. or Section 10, where applicable, and the end of the guarantee in this Section, the officer will be on leave without pay.

Disabled officers receiving workers' compensation will be notified 90 days prior to the expiration of the three-year period. The notification will include information concerning the officer's right to apply for disability retirement, if eligible. If the officer does not receive 90 days notice, the officer's right to return will not be extended. However, the leave without pay will be extended for 90 days from the date of notification to enable the officer, if eligible, to apply for disability retirement.

**Section 7.** The compensation for disability retirement arising out of work-related injuries shall be in accordance with the State Employee's Retirement Code.

**Section 8.** An officer who sustains a work-related injury, during the period of this Agreement, if so determined by a decision issued under the operation of the Workers' Compensation Program, may use sick, annual, or personal leave for the purpose of continued medical treatment of the work-related injury in accordance with Articles 15, 16, and 17. If no paid leave is available, an officer may use leave without pay. Each absence shall not exceed the minimum amount of time necessary to obtain the medical treatment. Officers shall make reasonable efforts to schedule medical appointments during non-work hours or at times that will minimize absence from work. Verification of the length of the medical appointment may be required. This Section is not applicable to any absence for which workers' compensation is payable. When workers' compensation is payable, the provisions of Section 1 shall apply.

**Section 9.** The Commonwealth agrees to the use of modified duty where the officer is able to work only in a limited capacity and the prognosis for the injury indicates that the officer will be able to resume all of the duties of the officer's classification in a reasonable period of time. The Employer may terminate a modified duty assignment when it becomes apparent that the officer will not be able to resume the full duties of the officer's classification within a reasonable period of time.

Under the modified duty concept, the officer will be retained without loss of pay or status. The Employer may assign the officer duties outside their classification and bargaining unit, outside their previously assigned shift and/or outside their overtime equalization unit. To facilitate the implementation of modified duty assignments, schedule and assignment changes may be implemented as soon as practicable. If the officer is unable to resume all of the duties of the officer's classification within a reasonable period of time, the Employer may demote or laterally reclassify the officer to an appropriate classification, taking into account the duties and responsibilities the officer is capable of performing and subject to the protections afforded by Federal and State Statutes.

**Section 10.** An officer who is disabled due to a recurrence of a work-related injury after three years from the date the injury occurred, or before three years if the leave entitlement in Section 1 has been depleted, shall be entitled to use accumulated leave and injury leave without pay while disabled for a period of up to 12 weeks. To be eligible to use injury leave without pay, the officer must have been at work at least 1250 hours within the previous 12 months. The 12 week period will be reduced by any other leave used within the previous 12 months that was designated as leave under the provisions of the Family and Medical Leave Act. If only accumulated leave is used, it may be used beyond 12 weeks until exhausted or until the disability ceases, whichever occurs sooner. While using accumulated leave, the leave will be charged and paid in accordance with Section 1.a.

**Section 11.** It is understood by both parties that the provisions of this Article are consistent with the Family and Medical Leave Act of 1993, USC Sections 2601 et seq. and that leave granted in accordance with Sections 1.a. and 10 shall be designated as leave under the provisions of the Act.

Section 12. It is understood by both parties that the provisions of this Article are consistent with the Americans with Disabilities Act and the Pennsylvania Human Relations Act, 43 P.S. Sections 951 et seq.

Section 13. Officers will be required to select a health care provider from a list of designated health care providers for treatment of any work-related injury or illness. In accordance with the Workers' Compensation Act, officers shall treat with the selected provider for 90 days from the date of the first visit. If the officer chooses to change providers after 90 days, a request must be made in writing within five days of the first treatment.

Section 14. Sections 1 through 10 of this Article shall not be applicable to officers whose injuries are within the scope of Act 193 of 1935, P.L. 477, as amended.

Section 15. Should the Patient Protection and Affordable Care Act of 2010, 42 USC, § 18001 *et seq.* or its regulations be modified or interpreted to not provide an additional 91 calendar days of benefits, as described in Section 1.b. of this Article, it is agreed that the health and life insurance entitlements outlined in this Article will not be diminished.

## ARTICLE 19 CIVIL LEAVE

Section 1. The Employer recognizes the responsibility of its officers to fulfill their civic duties as jurors and witnesses in court proceedings. The Employer agrees therefore to grant civil leave with pay to permanent officers:

- a. Who have not volunteered for jury duty and are called for jury duty

or

- b. Who are not a party in a civil or criminal court proceeding but are subpoenaed as a witness to attend such a court proceeding.

Civil leave shall be granted for the period of time (including reasonable travel time) when the officer's regularly scheduled work is in conflict with the required court attendance time. An officer shall be eligible to receive a maximum of one (1) day's pay at their regular straight time rate (One (1) full shift) for each day of required court attendance.

If an officer works a second or third shift and their hours of work are not in conflict with the required court attendance time, the officer shall be granted civil leave equal to the required court attendance time plus reasonable travel time up to a full shift for each day of the required court attendance during either their regular shift immediately preceding or subsequent to the court appearance.

Evidence of such civil duty in the form of a subpoena or other written notification shall be presented to the officer's immediate supervisor as far in advance as possible.

Section 2. Permanent officers who are subpoenaed as witnesses in the following administrative hearings shall be granted leave with pay while attending such hearings: Unemployment Compensation Board of Review Referee, Workers' Compensation Judge, Workers' Compensation Appeal Board, State Civil Service Commission, and Pennsylvania Human Relations Commission. This Section does not apply to officers who are subpoenaed to testify as a result of actions taken by them while performing their duties as a Police Officer.

Evidence of such duty in the form of a subpoena or other written notification shall be presented to the officer's immediate supervisor as far in advance as practicable.

Section 3. The term "court" as used in this Article is intended to mean only the following courts: Minor Judiciary Court, Courts of Common Pleas, Commonwealth Court and the United States District Court.

Section 4. a. Permanent officers, while performing fire-fighting duties, civil air patrol activities or emergency management rescue work during a fire, flood, hurricane or other disaster, may be granted leave with pay.

b. Volunteer participation in firefighting activities, civil air patrol activities or emergency management rescue work shall require prior approval of the agency head. Officers absent from work for reasons under Subsection a. of this Section shall be required to obtain a written statement from the fire company, forest unit, emergency management agency, or other organization with which they served certifying as to their activities during the period of absence.

## ARTICLE 20 MILITARY LEAVE

Officers shall be eligible for military leave as provided as follows:

Section 1. Military Leave

a. All permanent officers of the Commonwealth who are members of reserve components of the Armed Forces of the United States or members of the Pennsylvania National Guard shall be entitled to military leave with compensation for all types of training duty ordered or authorized by the Armed Forces of the United States. Such training duty may either be active or inactive duty training and shall include but is not limited to:

- (1) Annual active duty for training
- (2) Attendance at service schools
- (3) Basic training



- (4) Short tours of active duty for special projects
- (5) Attendance at military conferences and participation in any command post exercise or maneuver which is separate from annual active duty for training or inactive duty training.

b. For military training duty as provided for in Subsection a. of this Section, the maximum military leave with compensation is 15 working days per calendar year.

c. The rate of compensation for a military leave day shall be the officer's regular rate of compensation for the officer's regular classification.

d. Military leaves with compensation shall also be granted to members of the Pennsylvania National Guard on all working days during which, as members of the Pennsylvania National Guard, they shall be engaged in the active service of the Commonwealth as ordered by the Governor when an emergency in the Commonwealth occurs or is threatened, or when tumult, riot or disaster shall exist or is imminent.

## Section 2. General

a. Officers of the Commonwealth who leave their jobs for the performance of duty, voluntarily or involuntarily, in any branch of the Armed Forces of the United States, any of its Reserve components or any of its National Guard components, or the commissioned corps of the Public Health Service for the purpose of training or service must be granted military leave without pay. The provisions of Section 2 through Section 5 are consistent with Chapter 43, Part III, of Title 38 United States Code and Military Code, 51 Pa. C.S. §7301 et seq.

b. Officers who are on military leave without pay shall have their duties performed either by remaining employees and their positions kept vacant or by temporary substitutes.

## Section 3. Granting, Duration and Expiration

a. Military leave without pay must be granted for the following military services:

- (1) For all active duty (including full-time National Guard duty).
- (2) For initial active duty for training.
- (3) For other active or inactive military training duty. Officers who volunteer for additional duty not required as part of routine training shall provide four weeks notice if possible to their immediate supervisor prior to the commencement of such duty. If the officer receives less than four weeks notice, the officer shall notify their supervisor as soon as possible.

b. Military leave without pay is available for five years plus any involuntary service

during wartime or national emergency. The five years is cumulative throughout employment with the Commonwealth.

c. Military leave without pay shall expire:

- (1) For periods of more than 180 days, no more than 90 days after the completion of the service.
- (2) For periods of service of more than 30 days but less than 181 days, no more than 14 days after the completion of the service.
- (3) For periods of service that were less than 31 days, the first full regularly scheduled work period following the period of service or up to eight hours after an opportunity to return from the place of service to the employee's home.
- (4) For periods of hospitalization or convalescence from illness or injury incurred during the period of service, up to two years after the period of service or when recovered, whichever occurs sooner.
- (5) For circumstances beyond an employee's control, the above periods may be extended upon demonstration of such circumstance.

Section 4. Re-employment

Officers have the right to return to employment at the time of or prior to the expiration of military leave upon notifying the agency head of the desire and availability to return to Commonwealth service, provided the following are met:

- a. The employee is capable of performing the essential functions of the position.
- b. For temporary employees, the temporary position has not yet expired.
- c. For periods of service delineated in Section 3.c. (1) and (4), written application for reemployment is provided to the agency head.

Section 5. Seniority Rights

An officer who returns to employment at the time of or prior to the expiration of military leave shall be given such status in employment as would have been enjoyed if employment had been continuous from the time of entrance into the Armed Forces.

Section 6. Retirement Rights

Officers who are granted military leaves may, under conditions provided in the Military Code (51 Pa. C.S. 7306) and Chapter 43, Part III of Title 38, United States Code, and in accordance

with procedures prescribed by the State Employees' Retirement Board and the Public School Employees' Retirement Board, choose either to continue or discontinue making regular payments into their retirement accounts.

Section 7.      Loss of Benefits

Officers who are separated from the service by a discharge under other than honorable conditions, bad conduct, or dishonorable discharge shall not be entitled to any of the benefits of Section 2 through Section 8 of the Article (relating to military leaves without pay) except such vested rights as they may have acquired thereto by virtue of payments made into their retirement accounts.

Section 8.      Physical Examination

Officers shall be granted one day's leave with pay for the purpose of undergoing any physical examination that may be required in connection with entering the Armed Forces. An extension of such paid leave, not exceeding two additional days, may be approved by the agency if the officer certified in writing that more than one day is required to complete the examination.

Section 9.      For the purpose of this Article, the calendar year shall be defined as beginning with the officer's first full pay period commencing on or after January 1 and continuing through the end of the officer's pay period that includes December 31.

**ARTICLE 21  
PARENTAL LEAVE/FAMILY AND MEDICAL LEAVE ACT (FMLA) LEAVE**

Section 1.      General

a.      After completing one year of service, all permanent officers of the Employer who become parents through childbirth or formal adoption or placement of a child with an officer for foster care shall be granted up to six months of parental leave without pay with benefits upon request, on a rolling twelve month year basis, provided the officer has at least 1250 hours of actual work time within the twelve months preceding the commencement of the leave. Leave under this Section may be approved on an intermittent or reduced-time basis during the first twelve weeks of absence. After twelve weeks of absence, whether taken intermittently, on a reduced-time basis, or continuously, subsequent leaves in the rolling twelve month year shall not be approved for periods less than two consecutive weeks.

b.      One aggregate six month entitlement of leave without pay with benefits will be provided for parental leave without pay used under Section 1.a., sick leave without pay used under Article 14, Section 5.a., and family care leave without pay used under Article 22, Section 1. Leave used under these Articles will be deducted from the six month entitlement and run concurrently.

c. After the officer has used an aggregate of six months of leave without pay with benefits under this Section, Article 14, Section 5.a., and/or Article 22, Section 1, the Employer is not required to grant subsequent leave without pay with benefits until such time that the officer again becomes eligible for some portion of the six month entitlement under the rolling twelve month year, provided that the officer has at least 1250 hours of actual work time within the twelve month period preceding commencement of the leave.

d. Upon request of the officer, an extension of up to an additional six months of leave without pay shall be granted. The extension shall be without benefits and shall be contiguous to the termination of the initial six months of leave without pay with benefits. It shall not be used on an intermittent or reduced-time basis.

e. The continuation of benefits under this Section is subject to the officer's payment of any required employee contribution under Article 24, Section 3.

## Section 2. Granting Leave

a. An officer shall submit written notification to the immediate supervisor stating the anticipated duration of the leave at least two weeks in advance if circumstances permit. Parental leaves shall begin whenever officers request on or after the birth, adoption or foster care placement. However, it may be used prior to the date of custody or placement when required for adoption or placement to proceed. No parental leave shall be granted beyond one year from the date of birth, of assuming custody of an adopted child or of placement of a foster child.

b. In no case shall the officer be required to leave prior to parental leave unless she can no longer satisfactorily perform the duties of her position.

c. During the first six months of absence under Section 1.a. of this Article, the duties of the officer's position shall either be performed by remaining staff and the position kept vacant or they shall be performed by a substitute officer.

## Section 3. Re-employment

a. During the first six months of absence under Section 1.a. of this Article, an officer shall have the right to return to the same position in the same classification held before going on parental leave, or to an equivalent position with regard to pay and skill.

b. The officer's anniversary date shall be extended in accordance with the Commonwealth's Personnel Rules (relating to leave without pay).

c. During any extension period, under Section 1.d. of this Article, the officer, upon written request to return to work, shall be offered a position in the same classification and seniority unit for which a vacancy exists and to which there are no seniority claims and which the agency intends to fill. If such a position is not available, the officer shall be offered, during the remainder of the six-month period, any position in the same classification, in a lower classification in the same classification series, or a position previously held, within the same

geographical/organizational limitation as the seniority unit, for which a vacancy exists and to which there are no seniority claims and which the agency intends to fill. If the officer refuses an offer of a position in the same classification, the officer's rights under this Section shall terminate. If the officer accepts a position in a lower classification or a position previously held, the officer will be offered a position in the same classification if there is a vacancy in that classification during the remainder of the six-month period in the seniority unit, provided there are no seniority claims to the position, and the agency intends to fill the position.

#### Section 4. Seniority Rights

Upon return from parental leave, an officer shall retain all seniority and pension rights that had accrued up to the time of leave, but these rights shall not accrue during the approved parental leave without pay.

#### Section 5. Annual, Personal, Sick, Compensatory and Holiday Leave

a. An officer shall be required to use all accrued paid sick leave for the period that she is unable to work as certified by a physician upon commencement of parental leave without pay. Such sick leave used will run concurrently with and reduce the six month entitlement to leave without pay with benefits. Officers shall not be required to use annual, personal, compensatory or holiday leave upon the commencement of leave without pay. If annual, personal or holiday leave is used, it will reduce such entitlement but it must be used at the commencement of the absence.

Unused leave shall be carried over until the officer returns. An officer shall not earn annual, personal and sick leave while on parental leave without pay.

b. Effective at the beginning of the 2013 leave calendar year, Subsection 5.a. applies except that officers may elect, at the commencement of the leave, to retain up to ten (10) days of accrued sick leave.

#### Section 6. Benefits

State-paid coverage for life insurance and state payments toward coverage for health benefits as provided in Articles 23 and 24 will continue for the period of time the officer is on parental leave without pay with benefits under Section 1.a. of this Article.

#### Section 7. Guidelines

Guidelines established by the Secretary of Administration regarding parental leave are published through the Directives Management System (Reference Management Directive 530.2). Guidelines regarding benefits while on parental leave are published through the Directives Management System (Reference Management Directive 530.4).

**Section 8.** It is understood by both parties that the provisions of this Article are consistent with the Pennsylvania Human Relations Act, 43 P.S. Section 951 et seq. and the Family and Medical Leave Act of 1993, 29 USC Sections 2601 et seq.

**Section 9.** Effective with the beginning of the 2017 leave calendar year, Sections 1 through 8 of this Article shall expire and be replaced by the provisions of Sections 10 through 17 of this Article.

**Section 10.** General

a. After completing one year of service, an officer shall be granted up to 12 weeks of FMLA leave with benefits, on a rolling twelve month year basis, provided the officer has at least 1250 hours of actual work time within the twelve months preceding the commencement of the leave. Leave under this Section may be approved on an intermittent, reduced-time, or full-time basis. A permanent part-time officer shall be granted the 12 week entitlement provided by this Subsection if the officer has at least 900 hours of actual work time within the twelve months preceding the commencement of the leave; the entitlement will be pro-rated based on the officer's percentage of full-time regular hours worked.

b. FMLA leave shall be granted for the following reasons:

- (1) when the illness or disability is due to an officer's serious health condition;
- (2) when attending to the medical needs of a spouse, parent, son or daughter or other person qualifying as a dependent who has a serious health condition;
- (3) when becoming parents through childbirth or formal adoption or placement of a child with an officer for foster care;
- (4) when a qualifying exigency event related to a family member who is a military service member occurs; or,
- (5) when an officer attends to the serious injury or illness of a covered service member or veteran who is a family member.

If the leave is for a military caregiver under (5) above, 26 weeks of leave within a single 12 month period is provided and other FMLA leave used does not reduce this entitlement. For FMLA leave due to reasons (1), (2), (3), or (4) above, one aggregate 12 week entitlement is provided.

c. Upon request of a permanent officer, an extension of up to an additional nine months of leave without pay shall be granted for the following reasons:

- (1) officer sickness upon receipt of proof of continuing illness or disability;

- (2) family care reasons upon receipt of proof of continuing illness or disability of the family member and need to care for the family member;
- (3) parental reasons.

The extension shall be with benefits for the first 13 weeks (91 calendar days) and shall be without benefits for the remainder of the extension. Such extensions shall be contiguous to the termination of the 12 week entitlement. It shall not be used on an intermittent or reduced-time basis, except as provided under Section 10.f.

d. Upon request, up to 13 weeks (91 calendar days) of leave without pay with benefits may be granted to a permanent officer with less than one year of employment, provided the absence is at least two consecutive weeks in duration; however, only one occasion within a twelve month rolling year may be approved.

e. This Article shall not apply to a compensable work-related injury. For non-compensable workers' compensation claims, Subsection 10.a. of this Article applies. When the officer does not meet eligibility requirements for leave under Subsection 10.a. of this Article, up to 13 weeks (91 calendar days) of leave without pay with benefits may be granted.

f. Intermittent or reduced-time FMLA leave may be approved for absences after the 12 week entitlement when due to a catastrophic illness or injury of a permanent officer that poses a direct threat to life or to the vital function of major bodily systems or organs, and would cause the officer to take leave without pay or terminate employment. All accrued and anticipated leave must be used before granting leave without pay under this Subsection. Such leave without pay used will run concurrently with and reduce the entitlement.

#### Section 11. Granting Leave

a. An officer shall submit written notification to their immediate supervisor stating the anticipated duration of the leave at least two weeks in advance if circumstances permit, in accordance with the following:

- (1) For an officer with a serious health condition, proof of illness or disability in the form of a doctor's certificate which shall state a prognosis and expected date of return is required.
- (2) For an officer caring for family members, documentation supporting the need for care is required.
- (3) For an officer who becomes a parent, documentation is required and FMLA leave shall begin whenever the officer requests on or after the birth, adoption or foster care placement; however, it may be used prior to the date of custody or placement when required for adoption or placement to proceed, and no FMLA leave shall be granted beyond one year from the

date of birth, of assuming custody of an adopted child or of placement of a foster child.

b. In no case shall an officer be required to commence FMLA leave sooner than he/she requests, unless the officer can no longer satisfactorily perform the duties of their position.

**Section 12. Re-employment**

a. A permanent employee shall have the right of return to the same position in the same classification, or to an equivalent position with regard to pay and skill, as the position he/she held before going on leave as described in Section 10.a. and the first 14 weeks of leave as described under Section 10.c.

b. Upon the expiration of the re-employment rights under Subsection a., but prior to the expiration of the extension period under Section 10.c. and upon written request to return to work, a permanent officer shall be offered a position in the same classification and seniority unit for which a vacancy exists and to which there are no seniority claims and which the agency intends to fill. If such a position is not available, the officer shall be offered, during the remainder of the extension period, any position in the same classification, in a lower classification in the same classification series, or a position previously held, within the same geographical/organizational limitation as the seniority unit, for which a vacancy exists and to which there are no seniority claims and which the agency intends to fill. If the officer refuses an offer of a position in the same classification, the officer's rights under this Section shall terminate. If the officer accepts a position in a lower classification or a position previously held, the officer will be offered a position in the same classification if there is a vacancy in that classification during the remainder of the entitlement in the seniority unit, provided there are no seniority claims to the position, and the agency intends to fill the position.

In those instances in which a seniority unit includes several work sites, it is understood that an officer's right to reemployment as set forth in this section will be to a position at the work site in which the officer was assigned to work prior to the FMLA leave for absences under Section 10.a., providing that a position in the officer's classification continues to exist at the work site and further provided that the officer is not subject to a transfer or furlough as provided for in Article 28.

c. Employees who use 26 weeks or more of paid leave (12 weeks of leave under Section 10.a. and the first 14 weeks of leave under Section 10.c.) and who return to work before or upon the exhaustion of the paid leave will have the same return rights as described in Subsection a. Return rights after paid leave is exhausted, if the absence is more than 26 weeks (12 weeks of leave under Section 10.a. and the first 14 weeks of leave under Section 10.c.) are in accordance with Subsection b.



**Section 13. Seniority Rights**

Upon return from FMLA leave, a permanent officer shall retain all seniority and pension rights that had accrued up to the time of leave. Seniority shall continue to accrue during FMLA leave under Section 10.a., and during the extension period under Section 10.c.

**Section 14. Annual, Sick, Compensatory and Holiday Leave**

a. An officer using FMLA leave for military exigencies or military caregiving, must use all applicable, accrued paid leave types upon commencement of FMLA leave. For all other FMLA leave, an officer shall be required to use all applicable accrued paid sick leave (sick family or additional sick family for family care reasons) as certified by a health care provider upon commencement of FMLA leave, except as provided in Subsection b. below. An officer shall not be required to use annual, compensatory or holiday leave upon the commencement of FMLA leave, except as provided for in Subsection 10.f. of this Article. If any paid leave is used, it will run concurrently with and reduce the entitlements under Sections 10.a. and 10.c. of this Article. Unused leave shall be carried over until return. An officer shall not earn annual and sick leave while on leave without pay. Holidays will be earned based on Article 12, Holidays.

b. An officer may choose to retain up to ten days of accrued sick leave. The choice to retain or not retain sick leave cannot be made retroactively, and saved days will be measured based on accrued sick leave available at the commencement of the absence. Saved days may be used during the 12 week entitlement as certified by a physician; such sick leave used will run concurrently with and reduce the entitlement. Days saved and requested for intermittent or reduced-time absences for periods less than two consecutive weeks after the first 12 week entitlement will be reviewed for approval under the provisions of Article 17; such use will not be counted against the FMLA entitlement.

c. An officer who has accrued more than 12 weeks of paid leave is not limited to 12 weeks of FMLA leave. Leave in excess of 12 weeks will run concurrently with and reduce the entitlement under Section 10.c. of this Article.

**Section 15. Benefits**

a. State-paid coverage for life insurance and state payments toward coverage for health benefits as provided in Articles 23 and 24 will continue during FMLA leave under Section 10.a. and for the benefit-eligible period of leave under Section 10.c. of this Article.

b. The continuation of benefits under this Article is subject to the officer's payment of any required officer contribution under Article 24, Section 3.

**Section 16. Definitions**

a. For the purpose of this Article, parent shall be defined as the biological, adoptive, step or foster parent of the officer or an individual who stood in loco parentis to an officer when the officer was a son or daughter.

b. For the purpose of this Article, son or daughter shall be defined as a biological, adopted, or foster child, a step-child, a legal ward, or a child of a person standing in loco parentis who is:

- (1) under 18 years of age; or
- (2) 18 years of age or older and incapable of self-care because of a mental or physical disability.

Section 17. Guidelines

a. Guidelines established by the Secretary of Administration regarding FMLA leave are published through the Directives Management System (Reference Management Directive 530.30).

b. It is understood by both parties that the provisions of this Article are consistent with the Pennsylvania Human Relations Act, 43 P.S. Sections 951, et seq., and the Family and Medical Leave Act of 1993, 29 U.S.C. Sections 2601, et seq.

c. Should the Patient Protection and Affordable Care Act of 2010, 42 USC § 18001 *et seq.*, or its regulations be modified or interpreted to not provide an additional 91 calendar days of benefits as described in Section 10 of this Article, it is agreed that the health and life insurance entitlements outlined in this Article will not be diminished.

**ARTICLE 22  
FAMILY CARE LEAVE**

Section 1. After completing one year of service, permanent officers shall be granted, upon written request, up to six months of family care leave without pay with benefits, on a rolling twelve month year basis, for the purpose of attending to the medical needs of a spouse, parent, son or daughter or other person qualifying as a dependent who has a serious health condition, as defined by the Family and Medical Leave Act, provided the officer has at least 1250 hours of actual work time within the 12 months preceding the commencement of the leave. Leave under this Section shall be approved on an intermittent or reduced-time basis during the first twelve weeks of absence per rolling twelve month year. After twelve weeks of absence, whether taken intermittently, on a reduced-time basis, or continuously, subsequent leaves in the rolling twelve month year shall not be approved for periods less than two consecutive weeks.

The request, which shall be submitted at least two weeks in advance if circumstances permit, must include documentation supporting the need for Family Care Leave.

One aggregate six month entitlement of leave without pay with benefits will be provided for family care leave without pay used under this Section, sick leave without pay used under Article 14, Section 5.a., and parental leave without pay used under Article 21, Section 1.a. Leave used under these Articles will be deducted from the six month entitlement and run concurrently.

After the officer has used an aggregate of six months of leave without pay with benefits under this Section, Article 14, Section 5.a., and/or Article 21, Section 1.a., the Employer is not required to grant subsequent leave without pay with benefits until such time that the officer again becomes eligible for some portion of the six month entitlement under the rolling twelve month year, provided that the officer has at least 1250 hours of actual work time within the twelve month period preceding commencement of the leave.

The continuation of benefits under this Section is subject to the officer's payment of any required employee contribution under Article 24, Section 3.

**Section 2.** State-paid coverage for life insurance and state payments toward coverage for health benefits as provided in Articles 23 and 24 will continue for the period of time the officer is on family care leave without pay with benefits under Section 1 of this Article.

**Section 3.** Upon request of the officer, an extension of up to an additional six months of leave without pay shall be granted provided the officer provides proof of the family member's continuing illness or disability. The extension shall be without benefits and shall be contiguous to the termination of the initial six months of leave without pay with benefits. It shall not be used on an intermittent or reduced-time basis

**Section 4.** a. If eligible for paid sick leave, an officer shall be required to use all paid sick leave upon commencement of family care leave without pay. Such sick leave used will run concurrently with and reduce the six month entitlement to leave without pay with benefits. Officers shall not be required to use annual, personal, compensatory or holiday leave upon commencement of leave without pay. If annual, personal or holiday leave is used, it will not reduce such entitlement, but it must be used at the commencement of the absence.

b. Effective at the beginning of the 2013 leave calendar year, subsection 4.a. applies except that officers may elect, at the commencement of the leave, to retain up to ten (10) days of accrued sick leave.

**Section 5.** An officer shall have the right to return to the same position in the same classification held before going on family care leave, or to an equivalent position with regard to pay and skill for absences under Section 1 of this Article. After commencing the extension period under Section 3 of this Article and upon receipt of a written request to return to work, the officer shall be offered a position in the same classification and seniority unit for which a vacancy exists and to which there are no seniority claims and which the agency intends to fill. If such a position is not available, the officer shall be offered, during the remainder of the six-month period, any position in the same classification, in a lower classification in the same classification series, or a position previously held, within the same geographical/organizational limitation as the seniority unit, for which a vacancy exists and to which there are no seniority claims and which the agency intends to fill. If the officer refuses an offer of a position in the same classification, the officer's rights under this Section shall terminate. If the officer accepts a position in a lower classification or a position previously held, the officer will be offered a position in the same classification if there is a vacancy in that classification during the remainder of the six-month period in the

seniority unit, provided there are no seniority claims to the position, and the agency intends to fill the position.

**Section 6.** For the purpose of this Article, parent shall be defined as the biological parent of the officer or an individual who stood in loco parentis to an officer when the officer was a son or daughter.

For the purpose of this Article, son or daughter shall be defined as a biological, adopted, or foster child, a step-child, a legal ward, or a child of a person standing in loco parentis who is

- (a) under 18 years of age; or
- (b) 18 years of age or older and incapable of self-care because of a mental or physical disability.

**Section 7.** It is understood by both parties that the provisions of this Article are consistent with the Family and Medical Leave Act of 1993, 29 USC Sections 2601 et seq.

**Section 8.** Effective with the beginning of the 2017 leave calendar year, this Article shall expire and be replaced by the provisions of Article 21 Sections 10 through 17.

## **ARTICLE 23 LIFE INSURANCE**

**Section 1.** The Employer shall continue to assume the entire cost of the insurance coverage for eligible officers as set forth in the currently existing life insurance plan as modified by Section 2. The amount of insurance is based on the officer's annual pay rate in effect on the preceding January 1, rounded to the nearest \$1,000, but not to exceed \$40,000. The amount will be reduced to 65% on the date the insured individual reaches age 70 and to 50% on the date the insured individual reaches age 75.

**Section 2.** a. Permanent officers who are granted leave without pay in accordance with Article 14, Article 18, Article 21, and Article 22 will continue to receive 100% State-paid coverage under the current life insurance plan as described in those articles. When the entitlements to benefits end under those articles, officers may continue in the life insurance program by paying the entire premium. Coverage may continue for up to a total of one year, including both leave with benefits and leave without benefits.

b. Those permanent officers who are placed on suspension or who are granted leave without pay for any reason other than leave without pay in accordance with the articles specified in subsection a. above for longer than 91 calendar days may remain in the program for up to one year by paying the entire premium.

Section 3. The Employer shall continue to provide each officer who is covered under the currently existing life insurance plan with fully paid accidental death benefits for work-related accidental deaths. The amount of coverage is \$25,000, unless the surviving spouse or minor children are entitled to benefits under Act 101 of 1976.

**ARTICLE 24  
HEALTH BENEFITS**

Section 1. Pennsylvania Employees Benefit Trust Fund

a. A jointly administered, multi-union, health and welfare Fund has been established under the provisions of an Agreement and Declaration of Trust executed by and between Council 13, American Federation of State, County and Municipal Employees, AFL-CIO, and the Employer, and executed by the trustees. This jointly administered Fund is known as the Pennsylvania Employees Benefit Trust Fund (hereinafter Fund or PEBTF). The Fund shall conform to all existing and future Federal and Commonwealth statutes applicable to and controlling such Health and Welfare Fund. Said Agreement and Declaration of Trust shall provide for equal representation on the Board of Trustees appointed by the unions and the Employer. In addition, the Agreement and Declaration of Trust will allow the Fund to provide benefits to management level and retired officers/employees, as well as employees represented by other unions and other Employers in the Commonwealth of Pennsylvania.

b. The Board of Trustees of the Fund shall determine, in their discretion and within the terms of this Agreement and the Agreement and Declaration of Trust, the extent and level of medical plan benefits, supplemental benefits and other benefits to be extended by the Fund.

c. The Employer shall contribute to the Fund the amounts indicated below on behalf of each permanent full-time officer eligible for benefits and covered by this Agreement effective on the first pay date in July of each fiscal year specified below:

July 2016 – June 2017	\$455 biweekly per officer
July 2017 – June 2018	\$473 biweekly per officer
July 2018 – June 2019	\$486 biweekly per officer

The contributions for permanent part-time officers, who are eligible for benefits and expected to be in an active pay status at least 50% of the time every pay period, will be 50% of the above referenced rates.

d. The Fund shall maintain a reserve sufficient to pay on a cash basis the three (3) next succeeding months of projected claims and expenses. Reserve is calculated as the ending fund balance, meaning the net amount of funds on hand as of the close of any given month. Fund revenues are to be adjusted to reflect the relevant cash amounts that should have been or are to be received or collected by the Fund under the agreement. Fund expenses are to be adjusted for any expense which should have been paid for the period. At each bi-monthly meeting of the Board of Trustees, the Fund's actuary will present their financial projection to the

Finance Committee including a report that will show the projected reserve level at the end of the succeeding 24 months, or through the end of the current agreement if this latter period is less than 24 months. The report will concisely state the assumptions and factors used in making these projections.

The report will be available to all trustees of the Fund. If the average amount of the projected reserve for any future quarter (e.g., July-September) is less than a three (3) month reserve as defined above, the actions below will be triggered:

1. The first day of the quarter during which the average reserve would be less than three (3) months will be considered the “target date” for additional funding;
2. At least six (6) months prior to the target date, the Fund’s actuary will review the projection and confirm that a funding adjustment is needed and the amount of such adjustment. If the need for a funding adjustment occurs in the first nine (9) months, this subparagraph shall not apply;
3. Should the Commonwealth not dispute the finding by the Fund’s actuary that an adjustment is necessary, the Commonwealth will implement the funding adjustment at least ten (10) calendar days prior to the target date.
4. If either the Chairman of the Board, Secretary of the Board, any four (4) management or any four (4) union Trustees of the Board dispute the findings of Fund’s actuary, the Chairman and the Secretary of the Board of Trustees will select a neutral actuary within five (5) business days to resolve the dispute and will forward their respective positions and any supporting documentation to the neutral actuary within five (5) business days of such selection. The neutral actuary may communicate and ask questions of the Fund’s actuary provided, however, if such communications occur, the Finance Committee will have access to the discussions.
5. The neutral actuary shall render a decision within 30 calendar days of the receipt of said positions/documentation, which decision will be final and binding on the parties and must be implemented within 10 (ten) business days of its receipt by the parties.
6. The adjustment must be sufficiently large so as to restore the size of the reserve to a minimum of three months within 30 days following the target date.
7. Once the reserve exceeds the three (3) month equivalent, the contribution rate shall be reduced to the amount provided under this Section unless the parties agree that a new rate is necessary to maintain a three (3) month reserve.
8. It is understood and agreed to by the parties that the process outlined above is designed to ensure adequate funding for the PEBTF and not intended to place the financial status of the Fund in jeopardy.

e. The Employer shall make aggregate payments of Employer contributions together with an itemized statement to the Fund within one month from the end of the month in which the contributions were collected.

f. All benefits extended by the Fund must be designed to be excludable from the "regular rate" definition of the Fair Labor Standards Act, unless hereinafter required by federal law to be included.

g. No dispute over eligibility for benefits or over a claim for any benefits extended by the Fund shall be subject to the grievance procedure established in any collective bargaining agreement.

h. It is expressly agreed and understood that the Employer does not accept, nor is the Employer to be hereby charged with any responsibility in any manner connected with the determination of liability to any officers claiming any of the benefits extended by the Fund. It is expressly agreed that the Employer's liability, in any and every event, with respect to benefits extended by the Fund shall be limited to the contributions indicated under Subsections c. and d. above.

Section 2. The provisions of Sections 3 through 7 shall be modified to the extent the medical plan benefits, supplemental benefits and other benefits as determined and extended by the Fund and/or the Retired Employees Health Program are modified for current and/or future officers and annuitants as provided for in Section 1 (officers) and/or Section 6 (annuitants) of this Article, respectively.

Section 3. a. The Fund shall continue to provide each permanent full-time active officer medical plan benefits, supplemental benefits and other benefits as determined and extended by the Fund. In addition, it shall provide dependency coverage where the dependents of the officer qualify. The Fund shall continue to provide permanent part-time officers who are expected to be in active pay status at least 50% of the time every pay period medical plan benefits, supplemental benefits and other benefits as determined and extended by the Fund. In addition, it shall provide 50% dependency coverage where the dependents of the officer qualify. Such officers shall contribute an amount determined by the Fund's Trustees toward the cost of coverage. Enrollment and continued coverage in Fund benefits is further subject to the following conditions:

Subject to the provisions of Section 3.b., officers will contribute a percentage of their biweekly gross base salary toward the cost of coverage as provided below:

July 2015 – June 2017	2%
July 2017 – June 2018	2.25%
July 2018 – June 2019	2.50%

Officer contributions shall be effective the first full pay period in July. Biweekly gross base salary as used throughout this Article excludes premium or supplemental payments such as overtime, shift differentials, higher class pay, etc.

b. An officer will be assessed a surcharge if the officer and his/her qualifying dependents, as determined by the Trustees, do not participate in the Get Healthy Program as established from time-to-time by the Fund. In accordance with Section 1.b., the Fund shall be solely responsible for establishing all requirements and conditions of the Get Healthy Program, including rules and policies for the requirements and making determinations whether an employee will be assessed the surcharge for not fulfilling the Get Health Program requirements.

- (1) Effective July 2015 through December 2016, the surcharge shall be three percent (3%) of the employee's biweekly gross base salary, which is in addition to the contribution set forth in Section 3.a. above. Biweekly gross base salary as used throughout this Article excludes premium or supplemental payments such as overtime, shift differentials, higher class pay, etc.
- (2) Effective January 2017, the surcharge, which is in addition to the contribution set forth in Section 3.a. above, is an amount equal to 30% of biweekly premium for self-only coverage under the PEBTF least expensive plan (as defined by EEOC Regulations) as determined by the Fund Trustees.

In the event that the EEOC wellness regulations issued in May 2016 are withdrawn, redrafted, or declared invalid, at any time after January 1, 2017, and provided that it is legally permitted under then existing laws and regulations to do so, the employee contribution, effective as soon as practicable after the withdrawal, redrafting or declaration of invalidity, shall revert to 5% of the employee's biweekly gross base salary if the employee and his/her qualifying dependents do not participate in the Get Healthy Program.

c. The parties agree to an evaluation process with respect to the reserve levels of the Fund to determine if an officer contribution is necessary. Under this process, if the Fund's actuary certifies that a three (3) month reserve of projected claims and expenses has been achieved and will be maintained for at least six (6) months, the Trustees will evaluate whether officer cost sharing for officers hired before August 1, 2003, can be reduced or eliminated, provided that at no time shall any such reduction or elimination of cost sharing result in the reserve being reduced below the three (3) months of total projected claims and expenses. Should the Trustees, after evaluating the officer cost sharing, decide that contributions by officers hired before August 1, 2003 will be reduced or eliminated, the reserve will be reviewed on a six (6) month basis by the Fund's actuary. If the actuary certifies that the amount of the reserve has dropped below the three (3) month level, such contributions will resume immediately at the levels established in this Agreement, without any action on the part of the parties or the PEBTF Board of Trustees. This Subsection shall be read and administered in a manner consistent with Section 1.d. of this Article.

d. For officers hired on or after August 1, 2003:

- (1) For the first six (6) months of employment, the officer will be offered single coverage in the least costly medical plan offered and available in his/her area, with no supplemental benefits. The officer may opt to



purchase medical coverage for the officer's qualifying dependents in the same medical plan as the officer, and/or may opt to purchase a more costly plan in the area by paying the difference in cost between the least costly and the more costly plan, in addition to the officer contributions required under Section 3.a.

- (2) After completing six (6) months of employment, the officer and his/her qualifying dependents will be eligible for coverage under the Fund's supplemental benefits, and the officer will be permitted to cover his/her qualifying dependents under the least costly medical plan at no additional cost. If a more costly medical plan is selected, the officer will be required to pay the cost difference between the least costly and more costly plan, in addition to the officer contributions required under Section 3.a.

e. Nothing herein shall be construed to limit the authority of the Board of Trustees to modify or adopt these or other eligibility rules.

f. Only officers who elect to enroll for PEBTF coverage, including those who enroll only for supplemental benefits, are subject to the officer buy-ups and contributions in this Article. An officer who is only enrolled as a spouse of another PEBTF covered officer/employee is not subject to any required officer buy-ups and contributions.

g. Officer buy-ups and contributions under this Article will be paid to the Fund on a biweekly basis as soon as is practicable using the Employer's standard methods for transferring money. The parties intend that these buy-ups and contributions will be submitted in a more accelerated manner than the Employer contributions. Any officer buy-ups and contributions made pursuant to this Article will be made on a pre-tax basis.

Section 4. a. Permanent officers who are granted leave without pay in accordance with Articles 14, 18, 21 and/or 22 may continue to receive benefits as described in those articles and as determined and extended by the Fund.

b. Permanent part-time officers and those permanent full-time officers who are placed on suspension or who are granted leave without pay for any reason other than leave without pay in accordance with the articles specified in a. above for longer than one full pay period or for longer than the applicable periods specified in the articles delineated in Subsection a. above, will be permitted to continue coverage on a direct pay basis at a rate to be determined by the Fund but no greater than the COBRA rate.

c. The Employer shall continue to make full contributions to the Fund for permanent full-time officers for the period of time for which they are entitled to benefits under subsection a. or c., and 50% contributions for permanent part-time officers for the period of time for which they are entitled to benefits under Subsection a. or c.

d. The continuation of benefits under this Section is subject to the officer's payment of any required officer buy-up or contributions under Section 3.

Section 5. Spousal Eligibility

a. For officers hired on or after August 1, 2003: If the spouse of an officer is covered by any PEBTF health care plan, and he/she is eligible for coverage under another employer's plan(s), the spouse shall be required to enroll in each such plan, which shall be the spouse's primary coverage, as a condition of the spouse's eligibility for coverage by the PEBTF plan(s), without regard to whether the spouse's plan requires cost sharing or to whether the spouse's employer offers an incentive to the spouse not to enroll.

b. For officers hired before August 1, 2003: Effective October 1, 2003, if the spouse of an officer covered by any PEBTF health plan also is eligible for coverage under another employer's plan(s), the spouse shall be required to enroll in each such plan, provided that the plan in question does not require a contribution by the spouse or the spouse's employer does not offer an incentive to the spouse not to enroll. Once covered by another employer's plan, that plan will be the spouse's primary coverage, and the PEBTF plan will be secondary.

c. Nothing herein shall be construed to limit the authority of the Board of Trustees to modify or adopt these or other spousal eligibility rules.

Section 6. a. The Employer shall allow each individual who was eligible as an active officer under the Fund's health benefits plan to elect coverage upon retirement under the Retired Employees Health Program (hereinafter REHP). In addition, dependency coverage shall be allowed where the dependents of the annuitant qualify under such Program.

b. Officers who retire shall be eligible to elect coverage in the REHP plan of benefits, which has been modified to conform to the medical and prescription benefits in effect for the active employees/officers. Annuitants who are eligible for Medicare will participate in Medicare medical and prescription plans, and those annuitants who are eligible to enroll in Medicare Part B will not receive benefits through the REHP for benefits which are provided by Medicare Part B. It is understood that the REHP plan of benefits may be amended or modified by the Employer from time-to-time.

Officers who retire on or after January 1, 2013, and who elect REHP coverage, shall be required to contribute to the cost of coverage at the rate of three percent (3%) of the officer's final average salary at the time of retirement, as determined by the State Employees' Retirement System to calculate pension benefits, and will be payable monthly at the rate of one-twelfth of the annual retiree contribution rate. Said contribution rate shall remain at three percent (3%) during the term of this agreement. Further, effective January 1, 2013, the annual retiree contribution rate for all present and future Medicare eligible retirees who have a contribution rate of three percent (3%) will be reduced to one and-one-half percent (1.5%) of final average salary when a retiree becomes eligible for Medicare coverage, and will be payable monthly at the rate of one-twelfth of the annual retiree contribution rate.

c. The REHP is developed and administered in a cost effective and beneficial manner by the Fund, subject only to the prior approval of the Office of Administration and in accordance with the terms and conditions of the REHP Participation Agreement between the Employer and the Fund.

d. For officers who retire prior to January 1, 2013, the Employer shall continue to pay the entire cost of coverage for annuitants who retire under (1), (2), (3) or (4) below and who have elected REHP coverage. For officers who retire on or after January 1, 2013, the Employer shall continue to pay the cost of coverage, subject to the required retiree contribution rates, for annuitants who retire under (1), (2), (3) or (4) below and who have elected REHP coverage.

- (1) Retirement at or after superannuation age with at least 15 years of credited service (20 years of credited service if retired on or after July 1, 2008), in the State and/or Public School Retirement Systems, except that:
  - (a) an officer who leaves State employment prior to superannuation age and subsequently retires at or after superannuation age must have 25 years of credited service in the State and/or Public School Retirement Systems,
  - (b) an officer who is furloughed prior to superannuation age and subsequently retires at or after superannuation age during the recall period must have 15 or more years of credited service (20 or more years of credited service if retired on or after July 1, 2008) in the State and/or Public School Retirement Systems,
  - (c) an officer who leaves State employment prior to superannuation age and is subsequently rehired and then retires at or after superannuation age must have 15 or more years of credited service (20 or more years of credited service if retired on or after July 1, 2008) in the State and/or Public School Retirement Systems with at least three years of credited service from the most recent date of reemployment. However, if the departure from State employment was due to furlough and the officer returns during the recall period, this three year requirement will not apply. If the officer had qualified, other than through disability retirement, for Employer paid coverage in the REHP prior to the most recent rehire period, this three year requirement will not apply.
  - (d) an officer who leaves State employment subsequent to superannuation age and is subsequently rehired and then retires must have 15 or more years of credited service (20 or more years of credited service if retired on or after July 1, 2008) in the State and/or Public School Retirement Systems with at least three years of credited service from the most recent date of reemployment. However, if the departure from State employment was due to furlough and the officer returns during the recall period, this three year requirement will not apply. If the officer had qualified, other than through disability retirement, for Employer paid coverage in the REHP prior to the

most recent rehire period, this three year requirement will not apply.

- (2) Disability retirement, which requires at least five years of credited service in the State and/or Public School Retirement Systems, except that, if an officer had previously qualified based on an approved disability retirement, then returns and retires under a normal or early retirement, he or she must retire at or after superannuation age with 15 or more years of credited service (20 or more years of credited service if retired on or after July 1, 2008) in the State and/or Public School Retirement Systems, or 25 years of credited service in the State and/or Public School Retirement Systems.
- (3) Other retirement, with at least 25 years of credited service in the State and/or Public School Retirement Systems except that an officer who leaves State employment, is subsequently rehired and retires must have at least 25 years of credited service in the State and/or Public School Retirement Systems with at least three years of credited service from the most recent date of reemployment. However, if the departure from State employment was due to furlough and the officer returns during the recall period, this three year requirement will not apply. If the officer had qualified, other than through disability retirement, for Employer paid coverage in the REHP, prior to the most recent rehire period, this three year requirement will not apply.
- (4) Retirement at age 50 with at least 20 years of service in positions included within this bargaining unit.

**Section 7.** If an officer is killed in the line of duty, the Fund will continue to provide medical plan benefits and supplemental benefits, as determined and extended by the Fund, to the spouse and eligible dependents of the officer until the spouse remarries or becomes eligible for coverage under another Employer's health plan. Annual certification of non-coverage will be required.

The medical plan benefits and supplemental benefits will be converted to the REHP at the time when the officer would have reached age 50.

## **ARTICLE 25 CLASSIFICATION**

**Section 1.** The position classification plan, as established and maintained by the Employer, consists of a schedule of classification titles with classification specifications for each classification which define and describe representative duties and responsibilities and set forth the minimum requirements and qualifications essential to the work of the classification. If officers consider their permanent position to be improperly classified, officers may process an appeal for a reallocation of their position through the Expedited Classification Grievance Procedure as follows:

**STEP 1:** The Employee or the FOP will present the grievance to the agency Human Resource Director or his or her designee within fifteen (15) working days of the occurrence or when the employee knew of by reasonable diligence should have known of its occurrence. The

Employee or the Union shall attach to the grievance a description of the job. The Employer will respond in writing within 45 working days of receipt of the grievance.

**STEP 2:** In the event that the grievance is not satisfactorily resolved at Step 1, the Employee or the FOP may submit a written appeal to the Office of Administration, Classification and Pay Division, within 15 working days after the Employer's Step 1 response is due. The Office of Administration will then have 45 working days to respond in writing to the grievance appeal at this level. Decisions made prior to Step 2 may be reversed by the Office of Administration.

If a determination is made by the Employer in the course of an officer appeal that a position should be upgraded, the officer shall be promoted retroactively to the date the grievance was filed in writing.

If a final determination is made by the Employer in the course of an officer appeal or an Employer-initiated classification review that a position should be downgraded, the officer shall be demoted to the proper classification and pay range without any reduction in salary.

Section 2. The FOP, in response to an unfavorable decision at Step 2, may submit classification appeals to advisory arbitration within fifteen (15) working days after the Employer's Step 2 response is due. Such appeals will be reviewed by a panel which shall consist of three (3) members; one member appointed by the Employer, one member appointed by the FOP, and a third member selected by the parties jointly from a list of five names to be mutually agreed upon by the Employer and the FOP. The third member shall not be affiliated, directly or indirectly, with any labor organization or be an employee of the Commonwealth and must be knowledgeable in the field of position classification.

The panel shall neither add to, subtract from, nor modify the provisions of this Article nor recommend any alterations or revisions to the Commonwealth's classification and compensation plans. The panel shall be confined to deciding the proper classification in the then existing classification plan for the position in dispute.

The findings of the panel shall be submitted to the parties within thirty (30) days after the hearing or receipt of transcript when taken. The determination of the panel shall be advisory only as to the Employer.

The panel shall meet as necessary for the purpose of hearing appeals under this Section.

Section 3. Management recognizes that the primary duty and responsibility of an officer in this unit is police or police-related as set forth in the class specifications and job descriptions established by the Employer. The FOP recognizes the right of the Employer to direct its working forces, which includes the assignment of work to individual officers, and it further recognizes that such assignments may include work outside an officer's classification. However, it is understood that assignments outside of classification shall be made in a manner consistent with the Employer's operations and organizational requirements.

Whenever an officer temporarily is charged to perform in general the duties and responsibilities of a higher classification that are separate and distinct from those of the officer's own classification for a period of any five (5) full cumulative days in a calendar quarter, the officer shall be compensated, retroactive to the time the assignment took place, the difference between the officer's regular rate of pay and the rate the officer would have been paid had the officer been promoted to that classification. For purposes of meeting the "five full cumulative days" threshold under this Section, a full day shall be a work day in which at least 6 hours of the officer's scheduled work hours are spent working in the higher classification. An officer while temporarily working and being paid in a higher class will also be paid at the higher rate for a holiday provided the officer is charged to perform the higher level duties on the scheduled workday immediately before and immediately after such holiday and is paid at the higher rate on those days. Once the requirement for the five full cumulative day threshold has been met, payment will be included in the biweekly paycheck. If the position is filled permanently by other than the person temporarily filling the position, the person temporarily assigned shall be returned to their previous position and compensation, but shall receive any increments and service credits for such increments to which they would have been entitled had they remained in their normal assignment. An officer or officers shall not be temporarily assigned to perform in general the duties and responsibilities of a higher classification for more than nine (9) continuous months or the length of the leave of absence of the officer being replaced, whichever is greater.

In addition, if the Employer assigns an officer on a temporary basis to a lower classification or if an officer temporarily performs some duties and functions assigned to a lower classification, the person so assigned shall receive the compensation of the higher level to which the officer is regularly assigned. The Employer, however, at any individual work site shall make such assignments on a non-discriminatory basis so as to equalize the same among the officers within the classification from which assignments are made, so long as such equalization does not interfere with efficient operating procedures.

Grievances arising from the provisions of this Section shall be submitted in writing and the officer shall include the dates on which the alleged out of class work occurred and a description of the alleged higher level work performed. Grievances pertaining to these Sections shall be processed in accordance with the grievance and arbitration procedure delineated in Sections 1 and 2 of this Article.

Section 4. Under Sections 2 and 3 above, all fees and expenses of the arbitrator shall be divided equally between the parties except where one of the parties of this Agreement request a postponement of a previously scheduled arbitration meeting which results in a postponement charge. The postponing party shall pay such charge unless such postponement results in a settlement of the appeal in which event the postponement charge shall be divided equally by the parties. Each party shall bear the costs of preparing and presenting its own case. Either party desiring a record of the proceedings shall pay for the record and make a copy available without charge to the arbitrator.

Section 5. The Employer shall notify the FOP of class specification and pay range revisions to all classes that are presently in this bargaining unit and of class specifications and pay ranges of proposed classes that the Employer may reasonably anticipate will be placed in this bargaining unit,

prior to the submission of these changes to the Executive Board of the Commonwealth. The FOP will submit acknowledgement of the receipt of the proposed changes and its comments, in writing, to the Employer within fifteen (15) working days of receipt of the notification. If written comments are not received from the FOP within fifteen (15) working days, the Employer will contact the FOP, by telephone, before submitting the proposals to the Executive Board. Reasonable written requests by the FOP for time extensions will be granted.

## **ARTICLE 26 DISCHARGE, DEMOTION, SUSPENSION AND DISCIPLINE**

Section 1. The Employer shall not demote, suspend, discharge or take any disciplinary action against an officer without just cause. An officer may appeal a disciplinary demotion, suspension, or discharge beginning at the second step of the grievance procedure, within 15 working days of the date of its occurrence, and subject to any conditions set forth in the grievance procedure under Article 27. The FOP shall be notified promptly of any disciplinary demotion, suspension or discharge. The failure of the Employer to comply with the preceding notification requirements will not affect the validity of the action, but will suspend the time period set forth in Step 1 of Section 2 of Article 27, Grievances & Arbitration, until the notification is sent.

Section 2. Any action instituted under Section 1 of this Article shall be implemented within a reasonable period of time after the event giving rise to such disciplinary action or knowledge thereof.

Section 3. The provisions of this Article shall not apply during the initial 12 months of probationary employment. Periods of leave without pay and work-related disability leave shall not count toward the 12-month probationary period. Probationary periods can be extended upon agreement of the Commonwealth and FOP and will be automatically requested if mandatory training is not completed.

Section 4. The Employer will attempt to discipline officers in such a manner so as not to embarrass the officer before the public or other officers. It must be kept in mind, however, that where insubordination or flouting of authority by an officer in public and in the presence of other officers takes place, the Employer shall not be restricted by the operation of this Section.

## **ARTICLE 27 GRIEVANCES AND ARBITRATION**

Section 1. Where an officer has the right to process a grievance through either the procedure provided herein or through the Pennsylvania Civil Service Commission and files an appeal with the Commission, either the contract grievance procedure shall cease, if the officer has submitted a contract grievance, or the officer shall not be entitled to institute proceedings under the contract grievance procedure. If the appeal to the Commission is withdrawn by the officer or not accepted by the Commission within 15 working days of the date of the occurrence of the action giving rise

to the grievance, the processing of a contract grievance filed within the time limits set forth in Section 2 shall be permitted.

**Section 2.** Any grievance or dispute which may arise concerning the application, meaning or interpretation of this Agreement, or relating to entitlement to benefits under Act 193 of 1935, P.L. 477; 53 P.S. §§ 637, *et seq.* (the “Heart and Lung Act”), shall be settled in the following manner:

**STEP 1.** The officer either alone or accompanied by the FOP representative or the FOP where entitled, shall present the grievance to the Director of the Bureau of Police and Safety or his/her designee within 15 working days of the occurrence or when the employee knew or by reasonable diligence should have known of its occurrence. The Director or a designated representative shall respond in writing to the officer and the FOP representative within 15 working days after receipt of the appeal. If the Commonwealth wishes to initiate a grievance regarding an officer’s entitlement to Heart and Lung Act benefits (including but not limited to termination, suspension or modification of benefits or the reasonableness or necessity of medical treatment), that grievance will commence immediately at Step 3 of the grievance procedure.

**STEP 2.** In the event the grievance has not been satisfactorily resolved in Step 1, a written appeal shall be submitted by the officer or FOP to the Office of Administration, Bureau of Labor Relations. The written appeal shall be made and postmarked within 15 working days of the Director’s Step 1 written decision. The written appeal to Step 2 shall contain a copy of the grievance and a copy of the Step 1 decision. A copy will also be sent to the FOP President.

Upon receipt of the grievance at Step 2, either representatives from the Bureau of Labor Relations or the FOP Grievance Board Chairman shall schedule a Grievance Committee meeting consisting of members from the Employer (no more than three) and the FOP Grievance Board (no more than three). The joint committee shall meet at least one day every month unless the parties mutually agree otherwise. The Grievance Committee shall meet for the purpose of reviewing the grievances previously denied at Step 1 and appealed to Step 2, matters of seniority addressed in Article 28 Seniority, Section 13 and discipline grieved directly to Step 2. A list of grievances to be discussed shall be sent to the Bureau of Labor Relations representatives and the Director of Human Resources under the Secretary of General Services by the FOP Grievance Board Chairman within seven (7) working days prior to the grievance committee meeting. The FOP Grievance Board shall have the authority to settle or withdraw any grievance which does not have merit and/or does not comply with the guidelines established by the FOP.

**STEP 3.** If the grievance is not satisfactorily resolved by the Grievance Committee at Step 2, the grievance may be scheduled for arbitration by the FOP Grievance Board Chairman by serving upon the Bureau of Labor Relations’ representative notice, within fifteen (15) days of the Grievance Committee meeting, of its intent to proceed to arbitration. The Commonwealth may schedule a grievance for arbitration related to an officer’s entitlement to benefits under the Heart and Lung Act by serving upon the FOP Grievance Board Chairman notice of its intent to proceed to arbitration.



The arbitrator is to be selected by the parties jointly within seven (7) working days after the notice has been given. If the parties fail to agree on an arbitrator, either party may request the American Arbitration Association to submit a list of fifteen (15) possible arbitrators.

The parties shall have ten (10) business days to rank the arbitrators and return their rankings to the American Arbitration Association, who will process the selection in accordance with its Voluntary Rules on Labor Arbitration.

Each case shall be considered on its merits and the collective bargaining agreement shall constitute the basis upon which the decision shall be rendered. The decision at Step 1 shall not be used as a precedent for any subsequent case.

The arbitrator shall neither add to, subtract from, nor modify the provisions of this Agreement. The arbitrator shall confine himself/herself to the precise issue submitted for arbitration and shall have no authority to determine any other issues not so submitted.

The decision of the arbitrator shall be final and binding on both parties, except where the decision would require an enactment of legislation, in which case it shall be binding only if such legislation is enacted. The arbitrator shall be requested to issue the decision within thirty (30) days after the hearing or receipt of the transcript of the hearing.

All of the time limits contained in this Section may be extended by mutual agreement. The granting of any extension at any step shall not be deemed to establish precedence.

All fees and expenses of the arbitrator shall be divided equally between the parties except where one of the parties of this Agreement requests a postponement of a previously scheduled arbitration meeting which results in a postponement charge. The postponing party shall pay such charge unless such postponement results in a settlement of the grievance in which event the postponement charge shall be divided equally between the parties. A postponement charge resulting from a joint postponement request shall be shared equally by the parties. Each party shall bear the costs of preparing and presenting its own case. Either party desiring a record of the proceedings shall pay for the record and make a copy available without charge to the arbitrator.

Section 3. The FOP shall furnish the Employer with the names and work locations of grievance representatives and shall notify the Employer of any changes.

A reasonable number of witnesses, when required, shall be allowed to participate in the grievance procedure.

An aggrieved officer and FOP representatives, if employees of the Employer, shall be granted reasonable time during working hours, if required, to process grievances in accordance with this Article without loss of pay or leave time.

The FOP may present grievances concerning agency-wide decisions to Step 1 within 15 working days of the date of the occurrence or the date when the FOP knew or by reasonable diligence should have known of its occurrence.

## **ARTICLE 28 SENIORITY**

Section 1. Under the terms of this Agreement, the term "seniority" means a preferred position for specific purposes which one officer within a seniority unit may have over another officer within the seniority unit because of a greater length of service within the state government or a particular organizational or occupational segment thereof.

- a. Classification seniority standing for the purpose of promotion shall be determined by the length of unbroken (as defined in Section 2) service with the Employer in the officer's current classification.
- b. Bargaining Unit seniority standing for the purpose of furlough shall be determined by the length of unbroken (as defined in Section 2) service with the Employer in classifications covered by this Agreement.
- c. Seniority credit for each officer is maintained as a total number of days. Officers will accrue seniority in accordance with the following procedure:

The number of regular hours paid each biweekly pay period plus the number of hours of Military Leave Without Pay; Leave Without Pay for FOP business in accordance with Article 14, Section 3; Leave Without Pay for work-related injuries in accordance with Article 18, Section 7; and Family Care Leave in accordance with Article 22 will be accumulated. This total number of hours will be divided by 8 and rounded up to the next higher day. The result will be added to the officer's accumulated total.

- d. Officers who served in the Armed Forces of the United States during periods of war listed below shall be responsible for providing proof of military service to their personnel officer within 60 days of their first day of work in order to receive seniority credit in accordance with the Veterans' Preference Act, 51 Pa.C.S. 7101. When the Employer determines that a furlough is necessary and there is no proof of military service in an officer's personnel file, the Employer shall not be held liable for any pay or benefits for any affected officers for a period of 30 days after the notice has been provided.

Applicable periods are as follows:

- (1) World War II - December 7, 1941 – September 2, 1945
- (2) Korea - June 25, 1950 – July 27, 1953
- (3) Vietnam - August 5, 1964 – January 28, 1973

- (4) Persian Gulf - August 2, 1990 – August 31, 1991
- (5) War on Terrorism, September 11, 2001 to date determined by the Adjutant General (Department of Military and Veterans Affairs) pursuant to 51 Pa. C.S. 7101

**Section 2.** The following shall constitute a break in service: resignation, separation for just cause, retirement, absence without leave for five (5) consecutive working days, failure to report within ten (10) consecutive working days of recall, expiration of recall period, failure to report after leave and acceptance of other permanent employment while on leave. This shall not restrict the Employer's right to take whatever personnel action it deems warranted for any of the above. If service is broken by any of the above, the officer shall lose Bargaining Unit and Classification seniority. If an officer is returned within one (1) year after such break in service, the officer shall be entitled to credit for seniority purposes the time accrued up to the time break in service occurred, but shall not be entitled to any credit for the time represented by such break in service.

**Section 3.** Seniority lists shall be prepared for each seniority group and revised where necessary every six (6) months. Appropriate seniority dates shall be shown thereon to permit application of various seniority provisions. Such lists shall be posted on the appropriate bulletin boards.

**Section 4.** The Employer agrees to post all bargaining unit vacancies which are to be filled within the seniority unit at appropriate work locations for at least 15 calendar days prior to filling, unless an emergency requires a lesser period of time. Entrance level vacancies will be posted for at least five calendar days prior to filling, unless an emergency requires a lesser period of time.

**Section 5.** Vacancies in Capitol Police Officer (Corporal), Capitol Police Officer (Sergeant), and Capitol Police Officer (Lieutenant) classifications shall be filled in accordance with the provisions of the Pennsylvania Civil Service Act.

**Section 6.** When the Employer determines that a furlough is necessary within a seniority unit, officers will be furloughed in the inverse order of classification seniority as defined in Section 807.2 of the Civil Service Act. Officers affected by furlough who have the requisite seniority and skill and ability shall bump laterally or down in the following manner:

- a. If an officer is affected by furlough the officer shall bump down into the next lower classification within the classification series within the same geographical and organizational limitation as the seniority unit, provided the officer has more Bargaining Unit seniority than the officer with the least Bargaining Unit seniority in that classification and has the requisite skill and ability. If such a bump is not available, the officer shall bump into any other lower classification in the same classification series using the same procedure.
- b. If the affected officer is unable to bump into any position as provided in Subsection a. above, the officer shall be furloughed.

- c. Where the need for furlough can be reasonably anticipated, the Employer will notify the FOP one (1) month in advance of any impending furlough.

**Section 7.** Before any furlough is implemented in a classification in the classified service in a seniority unit, all emergency officers will be separated before any temporary officers; temporary officers will be separated before any provisional officers; and all provisional officers will be separated before any probationary officers or any regular status members of the classified service are furloughed.

**Section 8.** The Employer shall establish a recall list by classification series using the same geographical and organizational limitation as the seniority unit in which the furlough occurred for those officers furloughed under Section 6 of this Article in the inverse order of classification seniority as defined in Section 807.2 of the Civil Service Act.

- a. Officers on such recall lists shall have rights to a position in a classification within the seniority unit from which they were furloughed or to any lower-level classification in the same classification series in the same geographical and organizational limitation as the seniority unit in which the furlough occurred provided they have the requisite seniority and skill and ability.
- b. Such recall lists will remain in effect for a furloughed officer for a period of three (3) years after the effective date of the furlough.
- c. In the event an officer on a recall list refuses an offer of employment in a lower classification for which the officer has seniority rights, the officer shall forfeit recall rights to such a classification; if the officer refuses an offer of employment in the classification from which the officer was initially furloughed, the officer shall forfeit all recall rights.
- d. During the period that an officer is on a recall list, the officer shall keep the Employer informed of any changes in address. The Employer shall not be held liable if an officer is not offered recall because of failure to notify the Employer of a change of address.
- e. The recall period of a furloughed officer who, during the recall period, returns to the furloughing agency's payroll in a temporary capacity shall be extended by the amount of time the officer serves in the temporary capacity.
- f. A furloughed officer who, during a recall period, returns to the Employer's payroll in a temporary capacity shall, upon recall from the furlough to permanent employment, be credited with seniority for the amount of time spent in the temporary capacity.
- g. A furloughed officer who, during a recall period, returns to the Employer's payroll in a temporary capacity shall be eligible for all benefits enjoyed by permanent officers, provided other applicable eligibility requirements are met.

Section 9. Officers desiring to transfer to other positions shall submit a written request to their immediate supervisor stating the reasons for the requested transfer. If the Employer in its sole discretion agrees to such transfer, the officer shall be entitled to maintain whatever seniority rights that are appropriate.

Section 10. In making shift assignments to shift openings preference shall be granted on a seniority basis unless the Employer feels it is necessary to assign otherwise in order to protect the efficiency of operation. Seniority status in this regard shall be Classification seniority.

Section 11. The probationary period for promotions shall be six months in length and the provisions of Article 26, Section 1 shall not be applicable if an officer is demoted within that time for failure to successfully complete the probationary period. In such case, officers shall have the right to return to their former classification during this period. Periods of leave without pay, including periods during which the officer is receiving workers' compensation, shall not count toward the promotional probationary period or any extension period.

Section 12. Seniority unit means that group of officers in a classification within an affected department operational structure in a given geographic work area as listed in Appendix E.

Section 13. Grievances relating to the interpretation, application and implementation of Sections 5, 6, 7, 8, and 12 of this Article shall be filed at the second step. Arbitration of grievances relating to these Sections shall be conducted by a panel of three members--one to be appointed by the Office of Administration, one to be appointed by the FOP and the third to be selected by the Employer, from a list of five (5) names to be mutually agreed upon by the Employer and the FOP. Such third member shall not be affiliated, directly or indirectly, with any labor organization or be an employee of the Commonwealth of Pennsylvania. The decision of the panel, hereinbefore described, shall be final and binding on the parties to this Agreement. The panel shall meet as necessary for the purpose of adjusting grievances under this Section.

Section 14. When in the exercise of seniority rights provided hereunder, two or more officers are deemed relatively equal in skill and ability and have the same seniority, the tie shall first be broken based upon classification seniority, then by bargaining unit seniority, then by length of continuous service with the Employer, and if still equal, by lot.

Section 15. The provisions of this Article relating to promotions and filling of vacancies shall not be applicable to entrance level classifications.

## **ARTICLE 29 UNIFORMS, CLOTHING AND EQUIPMENT**

Section 1. The Employer shall provide any device, apparel, or equipment necessary to protect officers from injury in accordance with the practice now prevailing. Where the Employer requires the use of special equipment, materials, devices, or apparel the Employer agrees to supply the same.

Where uniforms are required by the Employer and for as long as they may be required, the Employer agrees to furnish uniforms or to replace such uniforms or part of such uniforms where normal wear and tear reasonably necessitate replacement.

The Employer shall issue officers soft body armor at no charge to the allowance provided in Section 3. The soft body armor shall be replaced in accordance with the manufacturer's warranty. The body armor shall be worn pursuant to regulations issued by the Employer.

Where footwear is currently being provided, the Employer agrees to continue such practice for the life of this Agreement.

Section 2. In the event items of clothing or personal property, which are worn by the officer and which are necessary for the performance of such officer's work, are damaged in the performance of the officer's assignment, the Employer shall reimburse the officer for the value of such clothing or personal property. The condition of the clothing or personal property immediately prior to such damage shall be taken into account in determining its value. The incident giving rise to such claims must be verified and not be due to the officer's own negligence. The Employer shall take prompt and timely action in the disposition of officer claims for damaged personal effects.

Section 3. a. An allowance of \$500.00 per year shall be paid to those officers not required by the Employer to wear a uniform. This payment shall be divided in two parts, the first payment to be made on or before January 1 and the second payment to be made on or before June 30. Should an officer leave prior to the payment date, the Employer shall have the right to pro-rate said payment.

b. The Employer shall reimburse a uniformed officer up to \$250.00 per each year of the Agreement for the purchase and maintenance of all job-related equipment not issued by the Employer. It is understood that requests are subject to review for appropriateness of any job-related equipment. The Employer may require receipts for reimbursement.

Section 4. All weapons are to be inspected and certified annually by a certified armorer for safety and serviceability, and are to be repaired or replaced as needed. The Department shall pay for the inspection and certification of issued weapons. Officers shall pay for the inspection and certification of personal weapons. Replacement weapons and equipment are to be uniform and conform to the standards established by the Department.

Section 5. The parties will establish a committee consisting of three officers and three management representatives to make recommendations to the Department concerning uniforms, clothing and equipment.

### **ARTICLE 30 EATING AND SANITARY FACILITIES**

The Employer shall provide adequate eating space and sanitary facilities at all permanent locations, which shall be properly heated and ventilated.

**ARTICLE 31  
DISCRIMINATION**

Both the Employer and the FOP agree not to discriminate against any officer on the basis of race, creed, color, ancestry, sex, marital status, age, national origin, non-job related handicap or disability, FOP membership, or political affiliation in the application of this Agreement.

**ARTICLE 32  
FOP BUSINESS**

Section 1. The Employer agrees to provide space on bulletin boards to the FOP for the announcement of meetings, election of officers of the FOP and any other material related to FOP business. Furthermore, the FOP shall not post material detrimental to the labor-management relationship nor of a political or controversial nature. The FOP may send mail related to FOP business to local official FOP representatives at appropriate facilities to which mail is delivered.

Section 2. No FOP member or representative shall solicit members, engage in organizational work, or participate in other FOP activities during working hours on the Employer's premises except as provided for in the processing of grievances.

FOP members or representatives may be permitted to use suitable facilities on the Employer's premises to conduct FOP business during non-work hours upon obtaining permission from the Employer's personnel officer or designated representative. Any additional costs involved in such use must be paid for by the FOP.

FOP representatives shall be permitted to investigate and discuss grievances during working hours on the Employer's premises if notification is given to the personnel officer or a designated representative. If the FOP representative is an employee of the Employer, the officer shall request from the immediate supervisor reasonable time off from regular duties to process such grievances.

The Employer will provide a reasonable number of officers with time off, if required, to attend negotiating meetings.

**ARTICLE 33  
PEACE AND STABILITY**

Section 1. It is understood that there shall be no strike, during the life of this Agreement, nor shall any officer, representative or official of the FOP authorize, assist or encourage any such strike during the life of this Agreement.

Section 2. The Employer reserves the right to demote, suspend, and discipline, up to and including discharge, any officer or officers who violate the provisions of Section 1 of this Article. The Employer's action in accordance with this Section shall not be subject to the Grievance and Arbitration Procedure provided for herein.

## **ARTICLE 34 RETIREMENT**

Section 1. Officers who retire on or after July 1, 1992 will receive full retirement at age 50 with at least twenty (20) years of service in positions included within this bargaining unit.

Section 2. The Employer, at no cost to the officer, shall provide a retirement badge to each officer who retires under one of the following conditions:

- a. superannuation retirement (age 50)
- b. retirement with 25 years of service
- c. service-connected disability retirement

## **ARTICLE 35 AFFIRMATIVE ACTION**

If any provision of this Agreement is in conflict with Federal Executive Orders 11246 and 11375, as amended, and the Civil Rights Act of 1964, and all laws and rules relating to the Commonwealth's Affirmative Action Program, the provisions of such orders, laws and rules shall prevail.

## **ARTICLE 36 SAFETY AND HEALTH**

The Employer will take positive action to assure compliance with laws concerning the health and safety of officers working in state owned or leased buildings.

## **ARTICLE 37 PERSONNEL FILES AND RATINGS**

Section 1. Ratings shall be completed by supervisors who are familiar with the work performance of the employee. This shall in no way affect review procedures.

Section 2. There shall be an official personnel file for each officer. The contents of an officer's personnel file, excluding pre-employment information, are available for examination by the officer within a reasonable period of time after the officer's request. Such examination shall be at the location where the personnel file is maintained and shall be conducted in the presence of the human resource officer or designee. Material shall not be removed from or added to the folder nor shall its contents be altered in any way. Officers are entitled to have a representative with them while reviewing their own file. If there is any disagreement as to the contents of the personnel file, an officer shall have the right to submit a statement concerning any materials in the officer's file and any such statement shall then become part of the personnel file.



**ARTICLE 38  
LEGAL AID**

The Employer shall provide liability coverage and legal defense in civil suits as detailed in Title 4 PA Code Chapter 39 and Management Directives 205.6 and 630.2.

In criminal actions against any officer arising from his conduct within the scope of his employment, the Employer may provide an attorney to represent him or her, or if it does not:

- a. It shall advance reasonable fees incurred for services performed on and after July 1, 1984 of an attorney engaged by the officer up to the amount of his contribution to his retirement account, except that if the officer is charged with theft from the Employer, this amount shall be reduced by the alleged amount of the theft. If the officer's defense is not successful, the amount advanced shall be recovered either out of that amount in the officer's retirement account or by some other method in accordance with law.
- b. If the officer's defense is successful, in addition to the amount, if any, that has been advanced, it shall reimburse his reasonable attorney's fees incurred for services performed on and after July 1, 1984 to the following extent:
  - (1) full, if successful on the basis of a verdict following a full jury trial;
  - (2) to the extent determined by the Employer to be appropriate if successful on some other basis.

For the purpose of the provision, all of the criminal charges arising from the same episode, event or circumstances shall be regarded as a single criminal action; charges arising from different criminal episodes, events or circumstances shall be regarded as separate criminal actions.

**ARTICLE 39  
TRAVEL EXPENSES**

Travel expenses shall be paid in accordance with the Commonwealth's existing Travel Expense Regulations. If the General Service Administration of the Federal Government increases or decreases the mileage allowance for employees under its jurisdiction, the mileage allowance for officers under this Agreement will be increased or decreased by the same amount 30 days after the effective date of the General Services Administration change. In the event the General Services Administration changes its present policy of paying a flat automobile mileage allowance, the parties agree to negotiate concerning changes to the mileage allowance under this Section.

**ARTICLE 40  
DISTRIBUTION OF BOOKLET**

One copy of the collective bargaining agreement shall be provided by the Commonwealth to each member of the bargaining unit.

## ARTICLE 41 MISCELLANEOUS PROVISIONS

Section 1. In the event that any provisions of this Agreement are found to be inconsistent with existing statutes or ordinances, the provisions of such statutes or ordinances shall prevail, and if any provision herein is found to be invalid and unenforceable by a court or other authority having jurisdiction, then such provision shall be considered void, but all other valid provisions shall remain in full force and effect. The parties, however, shall, at the request of either, bargain on the subject matter involved in any invalid provision.

Section 2. The Commonwealth and the FOP acknowledge that this Agreement represents the results of collective negotiations between said parties conducted under and in accordance with the provisions of Act 111 and constitutes the entire agreement between the parties for the duration of the life of said Agreement; each party waiving the right to bargain collectively with each other with reference to any other subject, matter, issue, or thing whether specifically covered herein or wholly omitted herefrom and irrespective of whether said subject was mentioned or discussed during the negotiations preceding the execution of this Agreement.

Section 3. In the event that any provision of this Agreement requires legislative action to become effective, including but not limited to the amendment to existing statutes, the adoption of new legislation, or the granting of appropriations, it shall become effective only if such legislative action is taken. The parties, however, mutually agree to make recommendations to the Legislature which may be necessary to give force and effect to the provisions of this Agreement.

Section 4. Where the term meet and discuss is used in this Agreement, it will be deemed to have the meaning of that term as defined and applied under the Public Employe Relations Act.

Section 5. Officer benefits and working conditions now existing and not in conflict with the Agreement shall remain in effect subject, however, to the right of the Employer to change these benefits or working conditions in the exercise of its management rights reserved to it under Article 2 of this Agreement.

Section 6. A position shall not be filled by a temporary employee or employees for more than 12 consecutive months or the length of a leave of absence of the employee being replaced, whichever is greater.

Section 7. Smokeless tobacco shall be treated the same as cigarettes with respect to the Commonwealth's policy on tobacco use.

Section 8. When an officer is killed in the line of duty, health benefits shall continue for his/her spouse for five (5) years or until the spouse remarries, whichever is first. Health benefits will continue for his/her dependent(s) until age eighteen (18).

Section 9. The Commonwealth shall have the right to establish drug and alcohol testing polices/programs that provide for (1) reasonable suspicion testing; and (2) return-to-duty and/or follow-up testing of employees after a period of absence resulting from positive drug testing.

The scope of testing and cut-off levels shall conform to those established by the U.S. Department of Health and Human Services in the Mandatory Guidelines for Federal Workplace Drug Testing Programs.

## **ARTICLE 42 SECURITY**

In the event the Employer sells, leases, transfers or assigns any of its facilities to other political subdivisions, corporations or persons, and such sale, lease, transfer or assignment would result in the layoff, furlough or termination of officers covered by this bargaining agreement, those officers shall be placed in other positions within the bargaining unit in accordance with their bargaining unit seniority. The Employer shall notify the FOP in writing at least 30 days in advance of any such sale, lease, transfer, or assignment.

## **ARTICLE 43 BILL OF RIGHTS**

Section 1. When an anonymous complaint is made against an officer and no corroborative evidence is obtained, the complaint shall be classified as unfounded.

Section 2. When any citizen complaint is filed greater than ninety (90) calendar days after the date of the alleged event complained of, which if true could not lead to a criminal charge, such complaint shall be classified as unfounded and the accused officer shall not be required to submit a written report, but shall be notified in writing of such claim.

Section 3. Unsubstantiated or unfounded complaints will not be utilized by supervisors or by the Department generally with respect to any personnel decisions related to the officer, including but not limited to evaluations, promotions, discipline, shift preference or training opportunities.

Section 4. a. An officer, whether a subject or witness, must be informed of the nature of an interrogation at the outset of the interrogation.

b. If the interrogated officer writes a written statement, a transcript is taken, or mechanical record made, a copy of the same must be given to the interrogated officer, without cost, upon request.

c. At the request of any officer under interrogation, the officer shall have the right to be represented by counsel of the officer's choice and/or an FOP representative who shall be present at all times during the interrogation. The interrogation shall be suspended for a reasonable time until representation can be obtained.

d. In situations where an officer is being questioned by telephone or radio about an incident, should the officer reasonably believe that the questioning could lead to discipline, the officer has the right to terminate the questioning by telephone or radio and elect to have the

questioning be done in person with FOP representation present, if requested.

Section 5. In those situations when a specific document or item originating from an officer's supervisory file is utilized to affect a disciplinary action against the officer or used in the officer's performance rating, the officer and/or FOP is entitled to review and be provided with a copy of such document or item upon request.

#### **ARTICLE 44 UNIT WORK**

Section 1. The Department of General Services shall approve requests for special or additional police services to be performed by the Capitol Police and funded by the requesting entity or agency, unless it can be shown that normal Capitol Police operations would be impaired by the allocation of resources to that special or additional assignment. Funding shall refer to payroll compensation, only, whether at straight or overtime rates, and shall not be deemed to include the pro-rated costs of benefits, pension, equipment usage, or other collateral expense. This language shall not be construed to require the Department of General Services to hire additional personnel.

Section 2. Any and all new posts or assignments which could be staffed by Capitol Police or Commonwealth of Pennsylvania Capitol Security Officers shall not be staffed in a manner that would reduce the current complement of Capitol Police officers.

#### **ARTICLE 45 LEAVE DONATION PROGRAM**

Section 1. Permanent officers may donate annual and personal leave to a designated permanent officer/employee in the officer's/employee's agency who has used all accrued and anticipated paid leave for the current leave calendar year. The leave is to be used for the recipient's own catastrophic or severe injury or illness or for the catastrophic or severe injury or illness of a family member. The leave also may be used as bereavement leave if the officer's/employee's family member dies and the officer/employee has no accrued or anticipated sick leave available, subject to the limitations in Article 17, Section 6.

#### Section 2. Recipients

a. Recipients must be permanent officers/employees in bargaining units that have agreed to participate in this program.

b. Family member is defined as a husband, wife, child, step-child, foster child, or parent of the officer/employee or any other person qualifying as a dependent under IRS eligibility criteria.

c. A catastrophic illness or injury that poses a direct threat to life or to the vital function of major bodily systems or organs, and would cause the officer/employee to take leave

without pay or terminate employment, must be documented on a Family and Medical Leave Act Serious Health Condition Certification form. Donated leave may not be used for work-related injuries or illnesses, minor illnesses, injuries, or impairments, sporadic, short-term recurrences of chronic, non-life threatening conditions, short-term absences due to contagious diseases, or short-term recurring medical or therapeutic treatments, except for conditions such as those listed above.

d. A severe illness or injury must also be documented on a Medical Condition Certification to Receive Leave Donations Form.

e. The absence due to the catastrophic or severe illness or injury of the officer/employee or a family member must be for more than 20 workdays in the current leave calendar year. The 20-workday absence may be accumulated on an intermittent basis if properly documented as related to the same catastrophic or severe illness or injury. Annual, personal, sick (for officer's/employee's own serious health condition), sick family (for the serious health condition of a family member), holiday, compensatory, or unpaid leave may be used during the accumulation period. A separate accumulation period must be met for each catastrophic illness or injury and for each leave calendar year in which donated leave is used. Donated leave may not be applied to the required 20-workday accumulation period.

f. All accrued leave must be used as follows before any donation may be received:

- (1) For an officer's/employee's own catastrophic or severe injury or illness, all accrued annual, sick, personal, holiday, and compensatory leave and all anticipated annual and sick leave for the current leave calendar year must be used.
- (2) For the catastrophic or severe injury or illness of a family member, all accrued annual, personal, holiday, and compensatory leave and all anticipated annual leave for the current leave calendar year must be used. All five days of sick family leave and any additional sick family leave for which the officer/employee is eligible must be used.

g. Up to 12 weeks of donated leave per leave calendar year may be received for all conditions of the officer/employee and family members cumulatively, but donations may not be received in more than two consecutive leave calendar years. Donated leave is added to the recipient's sick leave balance on a biweekly basis. Recipients do not repay the donor for donated leave. Leave usage is monitored closely to ensure that donated leave is used only for absences related to the catastrophic or severe illness or injury.

h. The recipient's entitlement to leave under the Family and Medical Leave Act will be reduced by donated leave that is used. Entitlements to sick leave without pay (for an officer's/employee's own illness) or family care leave without pay (for a family member's illness) will also be reduced.

i. Donated leave may be used on an intermittent basis. However, each absence may be required to be medically documented as due to the same catastrophic or severe illness or injury.

j. An officer/employee is not eligible to receive donations of leave if, during the previous six months, the officer/employee has been placed on a written leave restriction, or has received a written reprimand or suspension related to attendance.

k. Donated leave that remains unused once the officer/employee is released by the physician for full-time work, when the family member's condition no longer requires the officer's/employee's absence, or at the end of the leave calendar year, must be returned to the donors in inverse order of donation. However, if at the end of the year, the absence is expected to continue beyond the greater of 20 workdays or the amount of annual and sick leave that could be earned and used in the following leave calendar year, donated leave may be carried into the next year.

### Section 3. Donors

a. A donor may voluntarily donate annual and personal leave to an officer/employee within the donor's agency who meets the requirements of the Leave Donation Program. Donations may be made to multiple officers/employees, as long as the minimum donation is made to each officer/employee.

b. Donations must be made in increments of one day (8.0 hours), but not more than five days can be donated to any one officer/employee in the same leave calendar year. The donor's annual leave balance after donation cannot be less than the equivalent of five workdays of leave (40.0 hours). Anticipated personal leave may not be donated.

c. The donation is effected by the completion and submission of a Request to Donate Leave to the agency Human Resource Office. Leave is deducted from the donor's annual and/or personal leave balance at the time of donation and transferred to the recipient in order by the date and time the Request to Donate Leave form is received.

d. Unused donations are returned to the donor if: the recipient or family member recovers, dies, or separates before the donor's leave is used; or if the recipient does not use the leave by the end of the leave calendar year, and is expected to either return to work within 20 workdays or to have sufficient anticipated leave available in the new year to cover the absence. In accordance with Section 1 above, an officer/employee whose family member dies and who does not have accrued or anticipated sick leave available, may use donated leave as bereavement leave, subject to the limitations in Article 17, Section 6.

Section 4. The provisions of this Article are not grievable under Article 27 of this Agreement.

Section 5. Notwithstanding the requirement in Sections 1 and 3 of this Article that annual and personal leave donations be from a permanent employee in the officer's agency, in the event that an officer does not receive sufficient donations from employees within the officer's own agency, the officer needing donations will be permitted to seek donations from permanent employees in other agencies under the Governor's jurisdiction within a reasonable geographic distance through the requesting officer's designated local Human Resource contact. An exception to the reasonable geographic distance limitation will be allowed for relatives of the officer who wish to make donations.


**ARTICLE 46  
TERM OF AGREEMENT**

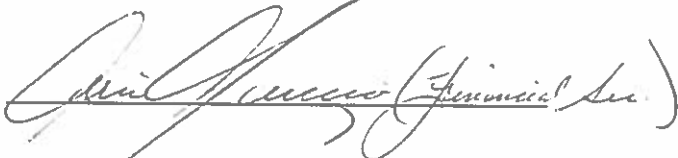
This Agreement shall be effective July 1, 2015, except where specifically provided that a particular provision will be effective on another date, and shall continue in full force and effect up to and including June 30, 2019. It shall automatically be renewed from year to year thereafter unless either party shall notify the other in writing by such time as would permit the parties to comply with the collective bargaining schedule established under Act 111.

**COMMONWEALTH OF  
PENNSYLVANIA**

  
\_\_\_\_\_  
Sharon P. Minnich  
Secretary of Administration

**FOP LODGE #85,  
PENNSYLVANIA CAPITOL POLICE**

  
\_\_\_\_\_  
Missy A. DeLella  
President

  
\_\_\_\_\_  
Carol Russo (Financial Sec.)



**APPENDIX A**

**PAY SCALE GROUP CP3C COMMONWEALTH OF PENNSYLVANIA  
Capitol Police Patrolman CAPITOL POLICE PAY SCHEDULE  
EFFECTIVE JULY 1, 2015  
PAY SCALE TYPE CP**

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
A	HOURLY	19.54	20.77	21.99	23.21	24.43	1-5
	BIWEEKLY	1,563.20	1,661.60	1,759.20	1,856.80	1,954.40	
	ANNUAL*	40,768	43,335	45,880	48,425	50,971	
B	HOURLY	20.52	21.81	23.09	24.37	25.65	OVER 5
	BIWEEKLY	1,641.60	1,744.80	1,847.20	1,949.60	2,052.00	
	ANNUAL*	42,813	45,504	48,175	50,846	53,516	
C	HOURLY	20.71	22.02	23.31	24.60	25.90	OVER 6
	BIWEEKLY	1,656.80	1,761.60	1,864.80	1,968.00	2,072.00	
	ANNUAL*	43,209	45,943	48,634	51,325	54,038	
D	HOURLY	20.91	22.22	23.53	24.83	26.14	OVER 7
	BIWEEKLY	1,672.80	1,777.60	1,882.40	1,986.40	2,091.20	
	ANNUAL*	43,627	46,360	49,093	51,805	54,538	
E	HOURLY	21.10	22.43	23.75	25.07	26.38	OVER 8
	BIWEEKLY	1,688.00	1,794.40	1,900.00	2,005.60	2,110.40	
	ANNUAL*	44,023	46,798	49,552	52,306	55,039	
F	HOURLY	21.30	22.64	23.97	25.30	26.63	OVER 9
	BIWEEKLY	1,704.00	1,811.20	1,917.60	2,024.00	2,130.40	
	ANNUAL*	44,440	47,236	50,011	52,786	55,561	
G	HOURLY	21.49	22.85	24.19	25.53	26.87	OVER 10
	BIWEEKLY	1,719.20	1,828.00	1,935.20	2,042.40	2,149.60	
	ANNUAL*	44,837	47,674	50,470	53,266	56,062	
H	HOURLY	21.69	23.05	24.41	25.76	27.12	OVER 11
	BIWEEKLY	1,735.20	1,844.00	1,952.80	2,060.80	2,169.60	
	ANNUAL*	45,254	48,092	50,929	53,746	56,583	
I	HOURLY	21.88	23.26	24.63	26.00	27.36	OVER 12
	BIWEEKLY	1,750.40	1,860.80	1,970.40	2,080.00	2,188.80	
	ANNUAL*	45,650	48,530	51,388	54,246	57,084	
J	HOURLY	22.08	23.47	24.85	26.23	27.61	OVER 13
	BIWEEKLY	1,766.40	1,877.60	1,988.00	2,098.40	2,208.80	
	ANNUAL*	46,068	48,968	51,847	54,726	57,606	
K	HOURLY	22.28	23.68	25.07	26.46	27.85	OVER 14
	BIWEEKLY	1,782.40	1,894.40	2,005.60	2,116.80	2,228.00	
	ANNUAL*	46,485	49,406	52,306	55,206	58,106	
L	HOURLY	22.47	23.89	25.29	26.69	28.09	OVER 15
	BIWEEKLY	1,797.60	1,911.20	2,023.20	2,135.20	2,247.20	
	ANNUAL*	46,881	49,844	52,765	55,686	58,607	
M	HOURLY	22.67	24.09	25.51	26.92	28.34	OVER 16
	BIWEEKLY	1,813.60	1,927.20	2,040.80	2,153.60	2,267.20	
	ANNUAL*	47,299	50,261	53,224	56,166	59,129	

PAY SCALE GROUP CP3C COMMONWEALTH OF PENNSYLVANIA  
 Capitol Police Patrolman CAPITOL POLICE PAY SCHEDULE  
 EFFECTIVE JULY 1, 2015  
 PAY SCALE TYPE CP

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
N	HOURLY	22.86	24.30	25.73	27.16	28.58	OVER 17
	BIWEEKLY	1,828.80	1,944.00	2,058.40	2,172.80	2,286.40	
	ANNUAL*	47,695	50,700	53,683	56,667	59,629	
O	HOURLY	23.06	24.51	25.95	27.39	28.83	OVER 18
	BIWEEKLY	1,844.80	1,960.80	2,076.00	2,191.20	2,306.40	
	ANNUAL*	48,112	51,138	54,142	57,146	60,151	
P	HOURLY	23.25	24.72	26.17	27.62	29.07	OVER 19
	BIWEEKLY	1,860.00	1,977.60	2,093.60	2,209.60	2,325.60	
	ANNUAL*	48,509	51,576	54,601	57,626	60,652	
Q	HOURLY	23.45	24.92	26.39	27.85	29.32	OVER 20
	BIWEEKLY	1,876.00	1,993.60	2,111.20	2,228.00	2,345.60	
	ANNUAL*	48,926	51,993	55,060	58,106	61,173	
R	HOURLY	23.64	25.13	26.61	28.08	29.56	OVER 21
	BIWEEKLY	1,891.20	2,010.40	2,128.80	2,246.40	2,364.80	
	ANNUAL*	49,322	52,431	55,519	58,586	61,674	
S	HOURLY	23.84	25.34	26.83	28.32	29.80	OVER 22
	BIWEEKLY	1,907.20	2,027.20	2,146.40	2,265.60	2,384.00	
	ANNUAL*	49,740	52,869	55,978	59,087	62,175	
T	HOURLY	24.03	25.55	27.05	28.55	30.05	OVER 23
	BIWEEKLY	1,922.40	2,044.00	2,164.00	2,284.00	2,404.00	
	ANNUAL*	50,136	53,308	56,437	59,567	62,696	
U	HOURLY	24.23	25.75	27.27	28.78	30.29	OVER 24
	BIWEEKLY	1,938.40	2,060.00	2,181.60	2,302.40	2,423.20	
	ANNUAL*	50,553	53,725	56,896	60,047	63,197	
V	HOURLY	24.43	25.96	27.49	29.01	30.54	OVER 25
	BIWEEKLY	1,954.40	2,076.80	2,199.20	2,320.80	2,443.20	
	ANNUAL*	50,971	54,163	57,355	60,526	63,719	
W	HOURLY	24.62	26.17	27.71	29.24	30.78	OVER 26
	BIWEEKLY	1,969.60	2,093.60	2,216.80	2,339.20	2,462.40	
	ANNUAL*	51,367	54,601	57,814	61,006	64,219	
X	HOURLY	24.82	26.38	27.93	29.48	31.03	OVER 27
	BIWEEKLY	1,985.60	2,110.40	2,234.40	2,358.40	2,482.40	
	ANNUAL*	51,784	55,039	58,273	61,507	64,741	
Y	HOURLY	25.01	26.59	28.15	29.71	31.27	OVER 28
	BIWEEKLY	2,000.80	2,127.20	2,252.00	2,376.80	2,501.60	
	ANNUAL*	52,181	55,477	58,732	61,987	65,242	

\* Approximate annual rate is derived by multiplying the biweekly rate by 26.08 and rounding to the nearest dollar.

PAY SCALE GROUP CP33 COMMONWEALTH OF PENNSYLVANIA  
 Capitol Police Corporal CAPITOL POLICE PAY SCHEDULE  
 EFFECTIVE JULY 1, 2015  
 PAY SCALE TYPE CP

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
A	HOURLY	21.69	23.05	24.41	25.76	27.12	1-5
	BIWEEKLY	1,735.20	1,844.00	1,952.80	2,060.80	2,169.60	
	ANNUAL*	45,254	48,092	50,929	53,746	56,583	
B	HOURLY	22.77	24.20	25.63	27.05	28.48	OVER 5
	BIWEEKLY	1,821.60	1,936.00	2,050.40	2,164.00	2,278.40	
	ANNUAL*	47,507	50,491	53,474	56,437	59,421	
C	HOURLY	22.99	24.43	25.87	27.31	28.75	OVER 6
	BIWEEKLY	1,839.20	1,954.40	2,069.60	2,184.80	2,300.00	
	ANNUAL*	47,966	50,971	53,975	56,980	59,984	
D	HOURLY	23.21	24.66	26.12	27.56	29.02	OVER 7
	BIWEEKLY	1,856.80	1,972.80	2,089.60	2,204.80	2,321.60	
	ANNUAL*	48,425	51,451	54,497	57,501	60,547	
E	HOURLY	23.43	24.89	26.36	27.82	29.29	OVER 8
	BIWEEKLY	1,874.40	1,991.20	2,108.80	2,225.60	2,343.20	
	ANNUAL*	48,884	51,930	54,998	58,044	61,111	
F	HOURLY	23.64	25.12	26.61	28.08	29.56	OVER 9
	BIWEEKLY	1,891.20	2,009.60	2,128.80	2,246.40	2,364.80	
	ANNUAL*	49,322	52,410	55,519	58,586	61,674	
G	HOURLY	23.86	25.36	26.85	28.34	29.83	OVER 10
	BIWEEKLY	1,908.80	2,028.80	2,148.00	2,267.20	2,386.40	
	ANNUAL*	49,782	52,911	56,020	59,129	62,237	
H	HOURLY	24.08	25.59	27.10	28.59	30.10	OVER 11
	BIWEEKLY	1,926.40	2,047.20	2,168.00	2,287.20	2,408.00	
	ANNUAL*	50,241	53,391	56,541	59,650	62,801	
I	HOURLY	24.29	25.82	27.34	28.85	30.37	OVER 12
	BIWEEKLY	1,943.20	2,065.60	2,187.20	2,308.00	2,429.60	
	ANNUAL*	50,679	53,871	57,042	60,193	63,364	
J	HOURLY	24.51	26.05	27.58	29.11	30.65	OVER 13
	BIWEEKLY	1,960.80	2,084.00	2,206.40	2,328.80	2,452.00	
	ANNUAL*	51,138	54,351	57,543	60,735	63,948	
K	HOURLY	24.73	26.28	27.83	29.37	30.92	OVER 14
	BIWEEKLY	1,978.40	2,102.40	2,226.40	2,349.60	2,473.60	
	ANNUAL*	51,597	54,831	58,065	61,278	64,511	
L	HOURLY	24.94	26.51	28.07	29.62	31.19	OVER 15
	BIWEEKLY	1,995.20	2,120.80	2,245.60	2,369.60	2,495.20	
	ANNUAL*	52,035	55,310	58,565	61,799	65,075	
M	HOURLY	25.16	26.74	28.32	29.88	31.46	OVER 16
	BIWEEKLY	2,012.80	2,139.20	2,265.60	2,390.40	2,516.80	
	ANNUAL*	52,494	55,790	59,087	62,342	65,638	

PAY SCALE GROUP CP33 COMMONWEALTH OF PENNSYLVANIA  
 Capitol Police Corporal CAPITOL POLICE PAY SCHEDULE  
 EFFECTIVE JULY 1, 2015  
 PAY SCALE TYPE CP

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
N	HOURLY	25.38	26.97	28.56	30.14	31.73	OVER 17
	BIWEEKLY	2,030.40	2,157.60	2,284.80	2,411.20	2,538.40	
	ANNUAL*	52,953	56,270	59,588	62,884	66,201	
O	HOURLY	25.59	27.20	28.80	30.40	32.00	OVER 18
	BIWEEKLY	2,047.20	2,176.00	2,304.00	2,432.00	2,560.00	
	ANNUAL*	53,391	56,750	60,088	63,427	66,765	
P	HOURLY	25.81	27.43	29.05	30.65	32.27	OVER 19
	BIWEEKLY	2,064.80	2,194.40	2,324.00	2,452.00	2,581.60	
	ANNUAL*	53,850	57,230	60,610	63,948	67,328	
Q	HOURLY	26.03	27.66	29.29	30.91	32.54	OVER 20
	BIWEEKLY	2,082.40	2,212.80	2,343.20	2,472.80	2,603.20	
	ANNUAL*	54,309	57,710	61,111	64,491	67,891	
R	HOURLY	26.24	27.89	29.54	31.17	32.82	OVER 21
	BIWEEKLY	2,099.20	2,231.20	2,363.20	2,493.60	2,625.60	
	ANNUAL*	54,747	58,190	61,632	65,033	68,476	
S	HOURLY	26.46	28.12	29.78	31.43	33.09	OVER 22
	BIWEEKLY	2,116.80	2,249.60	2,382.40	2,514.40	2,647.20	
	ANNUAL*	55,206	58,670	62,133	65,576	69,039	
T	HOURLY	26.68	28.35	30.02	31.68	33.36	OVER 23
	BIWEEKLY	2,134.40	2,268.00	2,401.60	2,534.40	2,668.80	
	ANNUAL*	55,665	59,149	62,634	66,097	69,602	
U	HOURLY	26.90	28.58	30.27	31.94	33.63	OVER 24
	BIWEEKLY	2,152.00	2,286.40	2,421.60	2,555.20	2,690.40	
	ANNUAL*	56,124	59,629	63,155	66,640	70,166	
V	HOURLY	27.11	28.81	30.51	32.20	33.90	OVER 25
	BIWEEKLY	2,168.80	2,304.80	2,440.80	2,576.00	2,712.00	
	ANNUAL*	56,562	60,109	63,656	67,182	70,729	
W	HOURLY	27.33	29.04	30.76	32.46	34.17	OVER 26
	BIWEEKLY	2,186.40	2,323.20	2,460.80	2,596.80	2,733.60	
	ANNUAL*	57,021	60,589	64,178	67,725	71,292	
X	HOURLY	27.55	29.27	31.00	32.72	34.44	OVER 27
	BIWEEKLY	2,204.00	2,341.60	2,480.00	2,617.60	2,755.20	
	ANNUAL*	57,480	61,069	64,678	68,267	71,856	
Y	HOURLY	27.76	29.50	31.24	32.97	34.71	OVER 28
	BIWEEKLY	2,220.80	2,360.00	2,499.20	2,637.60	2,776.80	
	ANNUAL*	57,918	61,549	65,179	68,789	72,419	

\* Approximate annual rate is derived by multiplying the biweekly rate by 26.08 and rounding to the nearest dollar.

PAY SCALE GROUP CP36 COMMONWEALTH OF PENNSYLVANIA  
 Capitol Police Sergeant CAPITOL POLICE PAY SCHEDULE  
 EFFECTIVE JULY 1, 2015  
 PAY SCALE TYPE CP

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
A	HOURLY	24.08	25.59	27.10	28.59	30.10	1-5
	BIWEEKLY	1,926.40	2,047.20	2,168.00	2,287.20	2,408.00	
	ANNUAL*	50,241	53,391	56,541	59,650	62,801	
B	HOURLY	25.28	26.87	28.46	30.02	31.61	OVER 5
	BIWEEKLY	2,022.40	2,149.60	2,276.80	2,401.60	2,528.80	
	ANNUAL*	52,744	56,062	59,379	62,634	65,951	
C	HOURLY	25.52	27.13	28.73	30.31	31.91	OVER 6
	BIWEEKLY	2,041.60	2,170.40	2,298.40	2,424.80	2,552.80	
	ANNUAL*	53,245	56,604	59,942	63,239	66,577	
D	HOURLY	25.77	27.38	29.00	30.59	32.21	OVER 7
	BIWEEKLY	2,061.60	2,190.40	2,320.00	2,447.20	2,576.80	
	ANNUAL*	53,767	57,126	60,506	63,823	67,203	
E	HOURLY	26.01	27.64	29.27	30.88	32.51	OVER 8
	BIWEEKLY	2,080.80	2,211.20	2,341.60	2,470.40	2,600.80	
	ANNUAL*	54,267	57,668	61,069	64,428	67,829	
F	HOURLY	26.25	27.89	29.54	31.16	32.81	OVER 9
	BIWEEKLY	2,100.00	2,231.20	2,363.20	2,492.80	2,624.80	
	ANNUAL*	54,768	58,190	61,632	65,012	68,455	
G	HOURLY	26.49	28.15	29.81	31.45	33.11	OVER 10
	BIWEEKLY	2,119.20	2,252.00	2,384.80	2,516.00	2,648.80	
	ANNUAL*	55,269	58,732	62,196	65,617	69,081	
H	HOURLY	26.73	28.40	30.08	31.73	33.41	OVER 11
	BIWEEKLY	2,138.40	2,272.00	2,406.40	2,538.40	2,672.80	
	ANNUAL*	55,769	59,254	62,759	66,201	69,707	
I	HOURLY	26.97	28.66	30.35	32.02	33.71	OVER 12
	BIWEEKLY	2,157.60	2,292.80	2,428.00	2,561.60	2,696.80	
	ANNUAL*	56,270	59,796	63,322	66,807	70,333	
J	HOURLY	27.21	28.92	30.62	32.31	34.01	OVER 13
	BIWEEKLY	2,176.80	2,313.60	2,449.60	2,584.80	2,720.80	
	ANNUAL*	56,771	60,339	63,886	67,412	70,958	
K	HOURLY	27.45	29.17	30.89	32.59	34.31	OVER 14
	BIWEEKLY	2,196.00	2,333.60	2,471.20	2,607.20	2,744.80	
	ANNUAL*	57,272	60,860	64,449	67,996	71,584	
L	HOURLY	27.69	29.43	31.17	32.88	34.62	OVER 15
	BIWEEKLY	2,215.20	2,354.40	2,493.60	2,630.40	2,769.60	
	ANNUAL*	57,772	61,403	65,033	68,601	72,231	
M	HOURLY	27.93	29.68	31.44	33.16	34.92	OVER 16
	BIWEEKLY	2,234.40	2,374.40	2,515.20	2,652.80	2,793.60	
	ANNUAL*	58,273	61,924	65,596	69,185	72,857	

PAY SCALE GROUP CP36 COMMONWEALTH OF PENNSYLVANIA  
 Capitol Police Sergeant CAPITOL POLICE PAY SCHEDULE  
 EFFECTIVE JULY 1, 2015  
 PAY SCALE TYPE CP

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
N	HOURLY	28.17	29.94	31.71	33.45	35.22	OVER 17
	BIWEEKLY	2,253.60	2,395.20	2,536.80	2,676.00	2,817.60	
	ANNUAL*	58,774	62,467	66,160	69,790	73,483	
O	HOURLY	28.41	30.20	31.98	33.74	35.52	OVER 18
	BIWEEKLY	2,272.80	2,416.00	2,558.40	2,699.20	2,841.60	
	ANNUAL*	59,275	63,009	66,723	70,395	74,109	
P	HOURLY	28.66	30.45	32.25	34.02	35.82	OVER 19
	BIWEEKLY	2,292.80	2,436.00	2,580.00	2,721.60	2,865.60	
	ANNUAL*	59,796	63,531	67,286	70,979	74,735	
Q	HOURLY	28.90	30.71	32.52	34.31	36.12	OVER 20
	BIWEEKLY	2,312.00	2,456.80	2,601.60	2,744.80	2,889.60	
	ANNUAL*	60,297	64,073	67,850	71,584	75,361	
R	HOURLY	29.14	30.96	32.79	34.59	36.42	OVER 21
	BIWEEKLY	2,331.20	2,476.80	2,623.20	2,767.20	2,913.60	
	ANNUAL*	60,798	64,595	68,413	72,169	75,987	
S	HOURLY	29.38	31.22	33.06	34.88	36.72	OVER 22
	BIWEEKLY	2,350.40	2,497.60	2,644.80	2,790.40	2,937.60	
	ANNUAL*	61,298	65,137	68,976	72,774	76,613	
T	HOURLY	29.62	31.48	33.33	35.17	37.02	OVER 23
	BIWEEKLY	2,369.60	2,518.40	2,666.40	2,813.60	2,961.60	
	ANNUAL*	61,799	65,680	69,540	73,379	77,239	
U	HOURLY	29.86	31.73	33.60	35.45	37.32	OVER 24
	BIWEEKLY	2,388.80	2,538.40	2,688.00	2,836.00	2,985.60	
	ANNUAL*	62,300	66,201	70,103	73,963	77,864	
V	HOURLY	30.10	31.99	33.88	35.74	37.63	OVER 25
	BIWEEKLY	2,408.00	2,559.20	2,710.40	2,859.20	3,010.40	
	ANNUAL*	62,801	66,744	70,687	74,568	78,511	
W	HOURLY	30.34	32.24	34.15	36.02	37.93	OVER 26
	BIWEEKLY	2,427.20	2,579.20	2,732.00	2,881.60	3,034.40	
	ANNUAL*	63,301	67,266	71,251	75,152	79,137	
X	HOURLY	30.58	32.50	34.42	36.31	38.23	OVER 27
	BIWEEKLY	2,446.40	2,600.00	2,753.60	2,904.80	3,058.40	
	ANNUAL*	63,802	67,808	71,814	75,757	79,763	
Y	HOURLY	30.82	32.76	34.69	36.60	38.53	OVER 28
	BIWEEKLY	2,465.60	2,620.80	2,775.20	2,928.00	3,082.40	
	ANNUAL*	64,303	68,350	72,377	76,362	80,389	

\* Approximate annual rate is derived by multiplying the biweekly rate by 26.08 and rounding to the nearest dollar.

PAY SCALE GROUP CP35 COMMONWEALTH OF PENNSYLVANIA  
 Capitol Police Lieutenant CAPITOL POLICE PAY SCHEDULE  
 EFFECTIVE JULY 1, 2015  
 PAY SCALE TYPE CP

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
A	HOURLY	26.73	28.40	30.08	31.73	33.41	1-5
	BIWEEKLY	2,138.40	2,272.00	2,406.40	2,538.40	2,672.80	
	ANNUAL*	55,769	59,254	62,759	66,201	69,707	
B	HOURLY	28.07	29.82	31.58	33.32	35.08	OVER 5
	BIWEEKLY	2,245.60	2,385.60	2,526.40	2,665.60	2,806.40	
	ANNUAL*	58,565	62,216	65,889	69,519	73,191	
C	HOURLY	28.33	30.10	31.88	33.63	35.41	OVER 6
	BIWEEKLY	2,266.40	2,408.00	2,550.40	2,690.40	2,832.80	
	ANNUAL*	59,108	62,801	66,514	70,166	73,879	
D	HOURLY	28.60	30.39	32.19	33.95	35.75	OVER 7
	BIWEEKLY	2,288.00	2,431.20	2,575.20	2,716.00	2,860.00	
	ANNUAL*	59,671	63,406	67,161	70,833	74,589	
E	HOURLY	28.87	30.67	32.49	34.27	36.08	OVER 8
	BIWEEKLY	2,309.60	2,453.60	2,599.20	2,741.60	2,886.40	
	ANNUAL*	60,234	63,990	67,787	71,501	75,277	
F	HOURLY	29.14	30.96	32.79	34.59	36.42	OVER 9
	BIWEEKLY	2,331.20	2,476.80	2,623.20	2,767.20	2,913.60	
	ANNUAL*	60,798	64,595	68,413	72,169	75,987	
G	HOURLY	29.40	31.24	33.09	34.90	36.75	OVER 10
	BIWEEKLY	2,352.00	2,499.20	2,647.20	2,792.00	2,940.00	
	ANNUAL*	61,340	65,179	69,039	72,815	76,675	
H	HOURLY	29.67	31.52	33.39	35.22	37.09	OVER 11
	BIWEEKLY	2,373.60	2,521.60	2,671.20	2,817.60	2,967.20	
	ANNUAL*	61,903	65,763	69,665	73,483	77,385	
I	HOURLY	29.94	31.81	33.69	35.54	37.42	OVER 12
	BIWEEKLY	2,395.20	2,544.80	2,695.20	2,843.20	2,993.60	
	ANNUAL*	62,467	66,368	70,291	74,151	78,073	
J	HOURLY	30.20	32.09	33.99	35.85	37.75	OVER 13
	BIWEEKLY	2,416.00	2,567.20	2,719.20	2,868.00	3,020.00	
	ANNUAL*	63,009	66,953	70,917	74,797	78,762	
K	HOURLY	30.47	32.38	34.29	36.17	38.09	OVER 14
	BIWEEKLY	2,437.60	2,590.40	2,743.20	2,893.60	3,047.20	
	ANNUAL*	63,573	67,558	71,543	75,465	79,471	
L	HOURLY	30.74	32.66	34.59	36.49	38.42	OVER 15
	BIWEEKLY	2,459.20	2,612.80	2,767.20	2,919.20	3,073.60	
	ANNUAL*	64,136	68,142	72,169	76,133	80,159	
M	HOURLY	31.01	32.94	34.89	36.81	38.76	OVER 16
	BIWEEKLY	2,480.80	2,635.20	2,791.20	2,944.80	3,100.80	
	ANNUAL*	64,699	68,726	72,794	76,800	80,869	

PAY SCALE GROUP CP35 COMMONWEALTH OF PENNSYLVANIA  
 Capitol Police Lieutenant CAPITOL POLICE PAY SCHEDULE  
 EFFECTIVE JULY 1, 2015  
 PAY SCALE TYPE CP

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
N	HOURLY	31.27	33.23	35.19	37.12	39.09	OVER 17
	BIWEEKLY	2,501.60	2,658.40	2,815.20	2,969.60	3,127.20	
	ANNUAL*	65,242	69,331	73,420	77,447	81,557	
O	HOURLY	31.54	33.51	35.49	37.44	39.42	OVER 18
	BIWEEKLY	2,523.20	2,680.80	2,839.20	2,995.20	3,153.60	
	ANNUAL*	65,805	69,915	74,046	78,115	82,246	
P	HOURLY	31.81	33.80	35.80	37.76	39.76	OVER 19
	BIWEEKLY	2,544.80	2,704.00	2,864.00	3,020.80	3,180.80	
	ANNUAL*	66,368	70,520	74,693	78,782	82,955	
Q	HOURLY	32.08	34.08	36.10	38.08	40.09	OVER 20
	BIWEEKLY	2,566.40	2,726.40	2,888.00	3,046.40	3,207.20	
	ANNUAL*	66,932	71,105	75,319	79,450	83,644	
R	HOURLY	32.34	34.36	36.40	38.39	40.43	OVER 21
	BIWEEKLY	2,587.20	2,748.80	2,912.00	3,071.20	3,234.40	
	ANNUAL*	67,474	71,689	75,945	80,097	84,353	
S	HOURLY	32.61	34.65	36.70	38.71	40.76	OVER 22
	BIWEEKLY	2,608.80	2,772.00	2,936.00	3,096.80	3,260.80	
	ANNUAL*	68,038	72,294	76,571	80,765	85,042	
T	HOURLY	32.88	34.93	37.00	39.03	41.09	OVER 23
	BIWEEKLY	2,630.40	2,794.40	2,960.00	3,122.40	3,287.20	
	ANNUAL*	68,601	72,878	77,197	81,432	85,730	
U	HOURLY	33.15	35.22	37.30	39.35	41.43	OVER 24
	BIWEEKLY	2,652.00	2,817.60	2,984.00	3,148.00	3,314.40	
	ANNUAL*	69,164	73,483	77,823	82,100	86,440	
V	HOURLY	33.41	35.50	37.60	39.66	41.76	OVER 25
	BIWEEKLY	2,672.80	2,840.00	3,008.00	3,172.80	3,340.80	
	ANNUAL*	69,707	74,067	78,449	82,747	87,128	
W	HOURLY	33.68	35.78	37.90	39.98	42.10	OVER 26
	BIWEEKLY	2,694.40	2,862.40	3,032.00	3,198.40	3,368.00	
	ANNUAL*	70,270	74,651	79,075	83,414	87,837	
X	HOURLY	33.95	36.07	38.20	40.30	42.43	OVER 27
	BIWEEKLY	2,716.00	2,885.60	3,056.00	3,224.00	3,394.40	
	ANNUAL*	70,833	75,256	79,700	84,082	88,526	
Y	HOURLY	34.21	36.35	38.50	40.61	42.76	OVER 28
	BIWEEKLY	2,736.80	2,908.00	3,080.00	3,248.80	3,420.80	
	ANNUAL*	71,376	75,841	80,326	84,729	89,214	

\* Approximate annual rate is derived by multiplying the biweekly rate by 26.08 and rounding to the nearest dollar.



**APPENDIX B**

**PAY SCALE GROUP CP3C COMMONWEALTH OF PENNSYLVANIA  
Capitol Police Patrolman  
CAPITOL POLICE PAY SCHEDULE  
EFFECTIVE JULY 1, 2016  
PAY SCALE TYPE CP**

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
A	HOURLY	20.08	21.34	22.59	23.85	25.10	1-5
	BIWEEKLY	1,606.40	1,707.20	1,807.20	1,908.00	2,008.00	
	ANNUAL*	41,895	44,524	47,132	49,761	52,369	
B	HOURLY	21.08	22.41	23.72	25.04	26.36	OVER 5
	BIWEEKLY	1,686.40	1,792.80	1,897.60	2,003.20	2,108.80	
	ANNUAL*	43,981	46,756	49,489	52,243	54,998	
C	HOURLY	21.28	22.62	23.95	25.28	26.61	OVER 6
	BIWEEKLY	1,702.40	1,809.60	1,916.00	2,022.40	2,128.80	
	ANNUAL*	44,399	47,194	49,969	52,744	55,519	
D	HOURLY	21.49	22.83	24.17	25.52	26.86	OVER 7
	BIWEEKLY	1,719.20	1,826.40	1,933.60	2,041.60	2,148.80	
	ANNUAL*	44,837	47,633	50,428	53,245	56,041	
E	HOURLY	21.69	23.05	24.40	25.76	27.11	OVER 8
	BIWEEKLY	1,735.20	1,844.00	1,952.00	2,060.80	2,168.80	
	ANNUAL*	45,254	48,092	50,908	53,746	56,562	
F	HOURLY	21.89	23.26	24.62	26.00	27.36	OVER 9
	BIWEEKLY	1,751.20	1,860.80	1,969.60	2,080.00	2,188.80	
	ANNUAL*	45,671	48,530	51,367	54,246	57,084	
G	HOURLY	22.09	23.47	24.85	26.24	27.61	OVER 10
	BIWEEKLY	1,767.20	1,877.60	1,988.00	2,099.20	2,208.80	
	ANNUAL*	46,089	48,968	51,847	54,747	57,606	
H	HOURLY	22.29	23.69	25.07	26.47	27.86	OVER 11
	BIWEEKLY	1,783.20	1,895.20	2,005.60	2,117.60	2,228.80	
	ANNUAL*	46,506	49,427	52,306	55,227	58,127	
I	HOURLY	22.49	23.90	25.30	26.71	28.11	OVER 12
	BIWEEKLY	1,799.20	1,912.00	2,024.00	2,136.80	2,248.80	
	ANNUAL*	46,923	49,865	52,786	55,728	58,649	
J	HOURLY	22.69	24.11	25.53	26.95	28.36	OVER 13
	BIWEEKLY	1,815.20	1,928.80	2,042.40	2,156.00	2,268.80	
	ANNUAL*	47,340	50,303	53,266	56,228	59,170	
K	HOURLY	22.89	24.33	25.75	27.19	28.61	OVER 14
	BIWEEKLY	1,831.20	1,946.40	2,060.00	2,175.20	2,288.80	
	ANNUAL*	47,758	50,762	53,725	56,729	59,692	
L	HOURLY	23.09	24.54	25.98	27.43	28.87	OVER 15
	BIWEEKLY	1,847.20	1,963.20	2,078.40	2,194.40	2,309.60	
	ANNUAL*	48,175	51,200	54,205	57,230	60,234	
M	HOURLY	23.29	24.75	26.20	27.67	29.12	OVER 16
	BIWEEKLY	1,863.20	1,980.00	2,096.00	2,213.60	2,329.60	
	ANNUAL*	48,592	51,638	54,664	57,731	60,756	

PAY SCALE GROUP CP3C COMMONWEALTH OF PENNSYLVANIA  
 Capitol Police Patrolman CAPITOL POLICE PAY SCHEDULE  
 EFFECTIVE JULY 1, 2016  
 PAY SCALE TYPE CP

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
N	HOURLY	23.49	24.97	26.43	27.90	29.37	OVER 17
	BIWEEKLY	1,879.20	1,997.60	2,114.40	2,232.00	2,349.60	
	ANNUAL*	49,010	52,097	55,144	58,211	61,278	
O	HOURLY	23.69	25.18	26.66	28.14	29.62	OVER 18
	BIWEEKLY	1,895.20	2,014.40	2,132.80	2,251.20	2,369.60	
	ANNUAL*	49,427	52,536	55,623	58,711	61,799	
P	HOURLY	23.90	25.39	26.88	28.38	29.87	OVER 19
	BIWEEKLY	1,912.00	2,031.20	2,150.40	2,270.40	2,389.60	
	ANNUAL*	49,865	52,974	56,082	59,212	62,321	
Q	HOURLY	24.10	25.61	27.11	28.62	30.12	OVER 20
	BIWEEKLY	1,928.00	2,048.80	2,168.80	2,289.60	2,409.60	
	ANNUAL*	50,282	53,433	56,562	59,713	62,842	
R	HOURLY	24.30	25.82	27.33	28.86	30.37	OVER 21
	BIWEEKLY	1,944.00	2,065.60	2,186.40	2,308.80	2,429.60	
	ANNUAL*	50,700	53,871	57,021	60,214	63,364	
S	HOURLY	24.50	26.03	27.56	29.10	30.62	OVER 22
	BIWEEKLY	1,960.00	2,082.40	2,204.80	2,328.00	2,449.60	
	ANNUAL*	51,117	54,309	57,501	60,714	63,886	
T	HOURLY	24.70	26.25	27.79	29.34	30.87	OVER 23
	BIWEEKLY	1,976.00	2,100.00	2,223.20	2,347.20	2,469.60	
	ANNUAL*	51,534	54,768	57,981	61,215	64,407	
U	HOURLY	24.90	26.46	28.01	29.57	31.12	OVER 24
	BIWEEKLY	1,992.00	2,116.80	2,240.80	2,365.60	2,489.60	
	ANNUAL*	51,951	55,206	58,440	61,695	64,929	
V	HOURLY	25.10	26.68	28.24	29.81	31.38	OVER 25
	BIWEEKLY	2,008.00	2,134.40	2,259.20	2,384.80	2,510.40	
	ANNUAL*	52,369	55,665	58,920	62,196	65,471	
W	HOURLY	25.30	26.89	28.46	30.05	31.63	OVER 26
	BIWEEKLY	2,024.00	2,151.20	2,276.80	2,404.00	2,530.40	
	ANNUAL*	52,786	56,103	59,379	62,696	65,993	
X	HOURLY	25.50	27.10	28.69	30.29	31.88	OVER 27
	BIWEEKLY	2,040.00	2,168.00	2,295.20	2,423.20	2,550.40	
	ANNUAL*	53,203	56,541	59,859	63,197	66,514	
Y	HOURLY	25.70	27.32	28.92	30.53	32.13	OVER 28
	BIWEEKLY	2,056.00	2,185.60	2,313.60	2,442.40	2,570.40	
	ANNUAL*	53,620	57,000	60,339	63,698	67,036	

\* Approximate annual rate is derived by multiplying the biweekly rate by 26.08 and rounding to the nearest dollar.

PAY SCALE GROUP CP33 COMMONWEALTH OF PENNSYLVANIA  
 Capitol Police Corporal CAPITOL POLICE PAY SCHEDULE  
 EFFECTIVE JULY 1, 2016  
 PAY SCALE TYPE CP

PAGE 3 OF 8

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
A	HOURLY	22.29	23.69	25.07	26.47	27.86	1-5
	BIWEEKLY	1,783.20	1,895.20	2,005.60	2,117.60	2,228.80	
	ANNUAL*	46,506	49,427	52,306	55,227	58,127	
B	HOURLY	23.40	24.87	26.32	27.79	29.25	OVER 5
	BIWEEKLY	1,872.00	1,989.60	2,105.60	2,223.20	2,340.00	
	ANNUAL*	48,822	51,889	54,914	57,981	61,027	
C	HOURLY	23.63	25.11	26.57	28.06	29.53	OVER 6
	BIWEEKLY	1,890.40	2,008.80	2,125.60	2,244.80	2,362.40	
	ANNUAL*	49,302	52,390	55,436	58,544	61,611	
D	HOURLY	23.85	25.35	26.82	28.32	29.81	OVER 7
	BIWEEKLY	1,908.00	2,028.00	2,145.60	2,265.60	2,384.80	
	ANNUAL*	49,761	52,890	55,957	59,087	62,196	
E	HOURLY	24.07	25.59	27.08	28.59	30.09	OVER 8
	BIWEEKLY	1,925.60	2,047.20	2,166.40	2,287.20	2,407.20	
	ANNUAL*	50,220	53,391	56,500	59,650	62,780	
F	HOURLY	24.30	25.82	27.33	28.85	30.37	OVER 9
	BIWEEKLY	1,944.00	2,065.60	2,186.40	2,308.00	2,429.60	
	ANNUAL*	50,700	53,871	57,021	60,193	63,364	
G	HOURLY	24.52	26.06	27.58	29.12	30.65	OVER 10
	BIWEEKLY	1,961.60	2,084.80	2,206.40	2,329.60	2,452.00	
	ANNUAL*	51,159	54,372	57,543	60,756	63,948	
H	HOURLY	24.74	26.30	27.83	29.38	30.92	OVER 11
	BIWEEKLY	1,979.20	2,104.00	2,226.40	2,350.40	2,473.60	
	ANNUAL*	51,618	54,872	58,065	61,298	64,511	
I	HOURLY	24.96	26.53	28.08	29.65	31.20	OVER 12
	BIWEEKLY	1,996.80	2,122.40	2,246.40	2,372.00	2,496.00	
	ANNUAL*	52,077	55,352	58,586	61,862	65,096	
J	HOURLY	25.19	26.77	28.33	29.91	31.48	OVER 13
	BIWEEKLY	2,015.20	2,141.60	2,266.40	2,392.80	2,518.40	
	ANNUAL*	52,556	55,853	59,108	62,404	65,680	
K	HOURLY	25.41	27.01	28.58	30.18	31.76	OVER 14
	BIWEEKLY	2,032.80	2,160.80	2,286.40	2,414.40	2,540.80	
	ANNUAL*	53,015	56,354	59,629	62,968	66,264	
L	HOURLY	25.63	27.24	28.83	30.44	32.04	OVER 15
	BIWEEKLY	2,050.40	2,179.20	2,306.40	2,435.20	2,563.20	
	ANNUAL*	53,474	56,834	60,151	63,510	66,848	
M	HOURLY	25.86	27.48	29.08	30.71	32.32	OVER 16
	BIWEEKLY	2,068.80	2,198.40	2,326.40	2,456.80	2,585.60	
	ANNUAL*	53,954	57,334	60,673	64,073	67,432	

PAY SCALE GROUP CP33 COMMONWEALTH OF PENNSYLVANIA  
 Capitol Police Corporal CAPITOL POLICE PAY SCHEDULE  
 EFFECTIVE JULY 1, 2016  
 PAY SCALE TYPE CP

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
N	HOURLY	26.08	27.72	29.33	30.97	32.60	OVER 17
	BIWEEKLY	2,086.40	2,217.60	2,346.40	2,477.60	2,608.00	
	ANNUAL*	54,413	57,835	61,194	64,616	68,017	
O	HOURLY	26.30	27.95	29.58	31.23	32.87	OVER 18
	BIWEEKLY	2,104.00	2,236.00	2,366.40	2,498.40	2,629.60	
	ANNUAL*	54,872	58,315	61,716	65,158	68,580	
P	HOURLY	26.53	28.19	29.83	31.50	33.15	OVER 19
	BIWEEKLY	2,122.40	2,255.20	2,386.40	2,520.00	2,652.00	
	ANNUAL*	55,352	58,816	62,237	65,722	69,164	
Q	HOURLY	26.75	28.43	30.08	31.76	33.43	OVER 20
	BIWEEKLY	2,140.00	2,274.40	2,406.40	2,540.80	2,674.40	
	ANNUAL*	55,811	59,316	62,759	66,264	69,748	
R	HOURLY	26.97	28.66	30.33	32.03	33.71	OVER 21
	BIWEEKLY	2,157.60	2,292.80	2,426.40	2,562.40	2,696.80	
	ANNUAL*	56,270	59,796	63,281	66,827	70,333	
S	HOURLY	27.19	28.90	30.59	32.29	33.99	OVER 22
	BIWEEKLY	2,175.20	2,312.00	2,447.20	2,583.20	2,719.20	
	ANNUAL*	56,729	60,297	63,823	67,370	70,917	
T	HOURLY	27.42	29.14	30.84	32.56	34.27	OVER 23
	BIWEEKLY	2,193.60	2,331.20	2,467.20	2,604.80	2,741.60	
	ANNUAL*	57,209	60,798	64,345	67,933	71,501	
U	HOURLY	27.64	29.38	31.09	32.82	34.55	OVER 24
	BIWEEKLY	2,211.20	2,350.40	2,487.20	2,625.60	2,764.00	
	ANNUAL*	57,668	61,298	64,866	68,476	72,085	
V	HOURLY	27.86	29.61	31.34	33.09	34.83	OVER 25
	BIWEEKLY	2,228.80	2,368.80	2,507.20	2,647.20	2,786.40	
	ANNUAL*	58,127	61,778	65,388	69,039	72,669	
W	HOURLY	28.09	29.85	31.59	33.35	35.10	OVER 26
	BIWEEKLY	2,247.20	2,388.00	2,527.20	2,668.00	2,808.00	
	ANNUAL*	58,607	62,279	65,909	69,581	73,233	
X	HOURLY	28.31	30.09	31.84	33.62	35.38	OVER 27
	BIWEEKLY	2,264.80	2,407.20	2,547.20	2,689.60	2,830.40	
	ANNUAL*	59,066	62,780	66,431	70,145	73,817	
Y	HOURLY	28.53	30.32	32.09	33.88	35.66	OVER 28
	BIWEEKLY	2,282.40	2,425.60	2,567.20	2,710.40	2,852.80	
	ANNUAL*	59,525	63,260	66,953	70,687	74,401	

\* Approximate annual rate is derived by multiplying the biweekly rate by 26.08 and rounding to the nearest dollar.

PAY SCALE GROUP CP36 COMMONWEALTH OF PENNSYLVANIA  
 Capitol Police Sergeant CAPITOL POLICE PAY SCHEDULE  
 EFFECTIVE JULY 1, 2016  
 PAY SCALE TYPE CP

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
A	HOURLY	24.74	26.30	27.83	29.38	30.92	1-5
	BIWEEKLY	1,979.20	2,104.00	2,226.40	2,350.40	2,473.60	
	ANNUAL*	51,618	54,872	58,065	61,298	64,511	
B	HOURLY	25.98	27.62	29.22	30.85	32.47	OVER 5
	BIWEEKLY	2,078.40	2,209.60	2,337.60	2,468.00	2,597.60	
	ANNUAL*	54,205	57,626	60,965	64,365	67,745	
C	HOURLY	26.22	27.88	29.50	31.14	32.78	OVER 6
	BIWEEKLY	2,097.60	2,230.40	2,360.00	2,491.20	2,622.40	
	ANNUAL*	54,705	58,169	61,549	64,970	68,392	
D	HOURLY	26.47	28.14	29.78	31.44	33.08	OVER 7
	BIWEEKLY	2,117.60	2,251.20	2,382.40	2,515.20	2,646.40	
	ANNUAL*	55,227	58,711	62,133	65,596	69,018	
E	HOURLY	26.72	28.40	30.06	31.73	33.39	OVER 8
	BIWEEKLY	2,137.60	2,272.00	2,404.80	2,538.40	2,671.20	
	ANNUAL*	55,749	59,254	62,717	66,201	69,665	
F	HOURLY	26.97	28.67	30.33	32.02	33.70	OVER 9
	BIWEEKLY	2,157.60	2,293.60	2,426.40	2,561.60	2,696.00	
	ANNUAL*	56,270	59,817	63,281	66,807	70,312	
G	HOURLY	27.21	28.93	30.61	32.32	34.01	OVER 10
	BIWEEKLY	2,176.80	2,314.40	2,448.80	2,585.60	2,720.80	
	ANNUAL*	56,771	60,360	63,865	67,432	70,958	
H	HOURLY	27.46	29.19	30.89	32.61	34.32	OVER 11
	BIWEEKLY	2,196.80	2,335.20	2,471.20	2,608.80	2,745.60	
	ANNUAL*	57,293	60,902	64,449	68,038	71,605	
I	HOURLY	27.71	29.46	31.17	32.91	34.63	OVER 12
	BIWEEKLY	2,216.80	2,356.80	2,493.60	2,632.80	2,770.40	
	ANNUAL*	57,814	61,465	65,033	68,663	72,252	
J	HOURLY	27.96	29.72	31.45	33.20	34.94	OVER 13
	BIWEEKLY	2,236.80	2,377.60	2,516.00	2,656.00	2,795.20	
	ANNUAL*	58,336	62,008	65,617	69,268	72,899	
K	HOURLY	28.20	29.98	31.73	33.49	35.25	OVER 14
	BIWEEKLY	2,256.00	2,398.40	2,538.40	2,679.20	2,820.00	
	ANNUAL*	58,836	62,550	66,201	69,874	73,546	
L	HOURLY	28.45	30.25	32.00	33.79	35.56	OVER 15
	BIWEEKLY	2,276.00	2,420.00	2,560.00	2,703.20	2,844.80	
	ANNUAL*	59,358	63,114	66,765	70,499	74,192	
M	HOURLY	28.70	30.51	32.28	34.08	35.87	OVER 16
	BIWEEKLY	2,296.00	2,440.80	2,582.40	2,726.40	2,869.60	
	ANNUAL*	59,880	63,656	67,349	71,105	74,839	

PAY SCALE GROUP CP36 COMMONWEALTH OF PENNSYLVANIA  
 Capitol Police Sergeant CAPITOL POLICE PAY SCHEDULE  
 EFFECTIVE JULY 1, 2016  
 PAY SCALE TYPE CP

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
N	HOURLY	28.95	30.77	32.56	34.37	36.18	OVER 17
	BIWEEKLY	2,316.00	2,461.60	2,604.80	2,749.60	2,894.40	
	ANNUAL*	60,401	64,199	67,933	71,710	75,486	
O	HOURLY	29.19	31.03	32.84	34.67	36.49	OVER 18
	BIWEEKLY	2,335.20	2,482.40	2,627.20	2,773.60	2,919.20	
	ANNUAL*	60,902	64,741	68,517	72,335	76,133	
P	HOURLY	29.44	31.30	33.12	34.96	36.79	OVER 19
	BIWEEKLY	2,355.20	2,504.00	2,649.60	2,796.80	2,943.20	
	ANNUAL*	61,424	65,304	69,102	72,941	76,759	
Q	HOURLY	29.69	31.56	33.40	35.26	37.10	OVER 20
	BIWEEKLY	2,375.20	2,524.80	2,672.00	2,820.80	2,968.00	
	ANNUAL*	61,945	65,847	69,686	73,566	77,405	
R	HOURLY	29.94	31.82	33.67	35.55	37.41	OVER 21
	BIWEEKLY	2,395.20	2,545.60	2,693.60	2,844.00	2,992.80	
	ANNUAL*	62,467	66,389	70,249	74,172	78,052	
S	HOURLY	30.18	32.09	33.95	35.84	37.72	OVER 22
	BIWEEKLY	2,414.40	2,567.20	2,716.00	2,867.20	3,017.60	
	ANNUAL*	62,968	66,953	70,833	74,777	78,699	
T	HOURLY	30.43	32.35	34.23	36.14	38.03	OVER 23
	BIWEEKLY	2,434.40	2,588.00	2,738.40	2,891.20	3,042.40	
	ANNUAL*	63,489	67,495	71,417	75,402	79,346	
U	HOURLY	30.68	32.61	34.51	36.43	38.34	OVER 24
	BIWEEKLY	2,454.40	2,608.80	2,760.80	2,914.40	3,067.20	
	ANNUAL*	64,011	68,038	72,002	76,008	79,993	
V	HOURLY	30.93	32.88	34.79	36.73	38.65	OVER 25
	BIWEEKLY	2,474.40	2,630.40	2,783.20	2,938.40	3,092.00	
	ANNUAL*	64,532	68,601	72,586	76,633	80,639	
W	HOURLY	31.17	33.14	35.07	37.02	38.96	OVER 26
	BIWEEKLY	2,493.60	2,651.20	2,805.60	2,961.60	3,116.80	
	ANNUAL*	65,033	69,143	73,170	77,239	81,286	
X	HOURLY	31.42	33.40	35.34	37.31	39.27	OVER 27
	BIWEEKLY	2,513.60	2,672.00	2,827.20	2,984.80	3,141.60	
	ANNUAL*	65,555	69,686	73,733	77,844	81,933	
Y	HOURLY	31.67	33.66	35.62	37.61	39.58	OVER 28
	BIWEEKLY	2,533.60	2,692.80	2,849.60	3,008.80	3,166.40	
	ANNUAL*	66,076	70,228	74,318	78,470	82,580	

\* Approximate annual rate is derived by multiplying the biweekly rate by 26.08 and rounding to the nearest dollar.

PAY SCALE GROUP CP35 COMMONWEALTH OF PENNSYLVANIA  
 Capitol Police Lieutenant CAPITOL POLICE PAY SCHEDULE  
 EFFECTIVE JULY 1, 2016  
 PAY SCALE TYPE CP

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
A	HOURLY	27.46	29.19	30.89	32.61	34.32	1-5
	BIWEEKLY	2,196.80	2,335.20	2,471.20	2,608.80	2,745.60	
	ANNUAL*	57,293	60,902	64,449	68,038	71,605	
B	HOURLY	28.83	30.65	32.43	34.24	36.04	OVER 5
	BIWEEKLY	2,306.40	2,452.00	2,594.40	2,739.20	2,883.20	
	ANNUAL*	60,151	63,948	67,662	71,438	75,194	
C	HOURLY	29.11	30.94	32.74	34.57	36.38	OVER 6
	BIWEEKLY	2,328.80	2,475.20	2,619.20	2,765.60	2,910.40	
	ANNUAL*	60,735	64,553	68,309	72,127	75,903	
D	HOURLY	29.38	31.23	33.05	34.89	36.72	OVER 7
	BIWEEKLY	2,350.40	2,498.40	2,644.00	2,791.20	2,937.60	
	ANNUAL*	61,298	65,158	68,956	72,794	76,613	
E	HOURLY	29.66	31.53	33.36	35.22	37.07	OVER 8
	BIWEEKLY	2,372.80	2,522.40	2,668.80	2,817.60	2,965.60	
	ANNUAL*	61,883	65,784	69,602	73,483	77,343	
F	HOURLY	29.93	31.82	33.67	35.54	37.41	OVER 9
	BIWEEKLY	2,394.40	2,545.60	2,693.60	2,843.20	2,992.80	
	ANNUAL*	62,446	66,389	70,249	74,151	78,052	
G	HOURLY	30.21	32.11	33.98	35.87	37.75	OVER 10
	BIWEEKLY	2,416.80	2,568.80	2,718.40	2,869.60	3,020.00	
	ANNUAL*	63,030	66,994	70,896	74,839	78,762	
H	HOURLY	30.48	32.40	34.29	36.20	38.10	OVER 11
	BIWEEKLY	2,438.40	2,592.00	2,743.20	2,896.00	3,048.00	
	ANNUAL*	63,593	67,599	71,543	75,528	79,492	
I	HOURLY	30.76	32.69	34.60	36.52	38.44	OVER 12
	BIWEEKLY	2,460.80	2,615.20	2,768.00	2,921.60	3,075.20	
	ANNUAL*	64,178	68,204	72,189	76,195	80,201	
J	HOURLY	31.03	32.98	34.91	36.85	38.78	OVER 13
	BIWEEKLY	2,482.40	2,638.40	2,792.80	2,948.00	3,102.40	
	ANNUAL*	64,741	68,809	72,836	76,884	80,911	
K	HOURLY	31.30	33.28	35.21	37.18	39.12	OVER 14
	BIWEEKLY	2,504.00	2,662.40	2,816.80	2,974.40	3,129.60	
	ANNUAL*	65,304	69,435	73,462	77,572	81,620	
L	HOURLY	31.58	33.57	35.52	37.50	39.47	OVER 15
	BIWEEKLY	2,526.40	2,685.60	2,841.60	3,000.00	3,157.60	
	ANNUAL*	65,889	70,040	74,109	78,240	82,350	
M	HOURLY	31.85	33.86	35.83	37.83	39.81	OVER 16
	BIWEEKLY	2,548.00	2,708.80	2,866.40	3,026.40	3,184.80	
	ANNUAL*	66,452	70,646	74,756	78,929	83,060	

PAY SCALE GROUP CP35 COMMONWEALTH OF PENNSYLVANIA  
 Capitol Police Lieutenant CAPITOL POLICE PAY SCHEDULE  
 EFFECTIVE JULY 1, 2016  
 PAY SCALE TYPE CP

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
N	HOURLY	32.13	34.15	36.14	38.15	40.15	OVER 17
	BIWEEKLY	2,570.40	2,732.00	2,891.20	3,052.00	3,212.00	
	ANNUAL*	67,036	71,251	75,402	79,596	83,769	
O	HOURLY	32.40	34.44	36.45	38.48	40.50	OVER 18
	BIWEEKLY	2,592.00	2,755.20	2,916.00	3,078.40	3,240.00	
	ANNUAL*	67,599	71,856	76,049	80,285	84,499	
P	HOURLY	32.68	34.74	36.76	38.81	40.84	OVER 19
	BIWEEKLY	2,614.40	2,779.20	2,940.80	3,104.80	3,267.20	
	ANNUAL*	68,184	72,482	76,696	80,973	85,209	
Q	HOURLY	32.95	35.03	37.07	39.13	41.18	OVER 20
	BIWEEKLY	2,636.00	2,802.40	2,965.60	3,130.40	3,294.40	
	ANNUAL*	68,747	73,087	77,343	81,641	85,918	
R	HOURLY	33.23	35.32	37.38	39.46	41.53	OVER 21
	BIWEEKLY	2,658.40	2,825.60	2,990.40	3,156.80	3,322.40	
	ANNUAL*	69,331	73,692	77,990	82,329	86,648	
S	HOURLY	33.50	35.61	37.69	39.78	41.87	OVER 22
	BIWEEKLY	2,680.00	2,848.80	3,015.20	3,182.40	3,349.60	
	ANNUAL*	69,894	74,297	78,636	82,997	87,358	
T	HOURLY	33.78	35.90	37.99	40.11	42.21	OVER 23
	BIWEEKLY	2,702.40	2,872.00	3,039.20	3,208.80	3,376.80	
	ANNUAL*	70,479	74,902	79,262	83,686	88,067	
U	HOURLY	34.05	36.20	38.30	40.44	42.56	OVER 24
	BIWEEKLY	2,724.00	2,896.00	3,064.00	3,235.20	3,404.80	
	ANNUAL*	71,042	75,528	79,909	84,374	88,797	
V	HOURLY	34.33	36.49	38.61	40.76	42.90	OVER 25
	BIWEEKLY	2,746.40	2,919.20	3,088.80	3,260.80	3,432.00	
	ANNUAL*	71,626	76,133	80,556	85,042	89,507	
W	HOURLY	34.60	36.78	38.92	41.09	43.24	OVER 26
	BIWEEKLY	2,768.00	2,942.40	3,113.60	3,287.20	3,459.20	
	ANNUAL*	72,189	76,738	81,203	85,730	90,216	
X	HOURLY	34.87	37.07	39.23	41.41	43.59	OVER 27
	BIWEEKLY	2,789.60	2,965.60	3,138.40	3,312.80	3,487.20	
	ANNUAL*	72,753	77,343	81,849	86,398	90,946	
Y	HOURLY	35.15	37.36	39.54	41.74	43.93	OVER 28
	BIWEEKLY	2,812.00	2,988.80	3,163.20	3,339.20	3,514.40	
	ANNUAL*	73,337	77,948	82,496	87,086	91,656	

\* Approximate annual rate is derived by multiplying the biweekly rate by 26.08 and rounding to the nearest dollar.



**APPENDIX C**

PAY SCALE GROUP CP3C COMMONWEALTH OF PENNSYLVANIA  
 Capitol Police Patrolman CAPITOL POLICE PAY SCHEDULE  
 EFFECTIVE JULY 1, 2017  
 PAY SCALE TYPE CP

PAGE 1 OF 8

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
A	HOURLY	20.63	21.92	23.21	24.50	25.79	1-5
	BIWEEKLY	1,650.40	1,753.60	1,856.80	1,960.00	2,063.20	
	ANNUAL*	43,042	45,734	48,425	51,117	53,808	
B	HOURLY	21.66	23.02	24.37	25.73	27.08	OVER 5
	BIWEEKLY	1,732.80	1,841.60	1,949.60	2,058.40	2,166.40	
	ANNUAL*	45,191	48,029	50,846	53,683	56,500	
C	HOURLY	21.87	23.24	24.60	25.97	27.34	OVER 6
	BIWEEKLY	1,749.60	1,859.20	1,968.00	2,077.60	2,187.20	
	ANNUAL*	45,630	48,488	51,325	54,184	57,042	
D	HOURLY	22.07	23.45	24.83	26.22	27.60	OVER 7
	BIWEEKLY	1,765.60	1,876.00	1,986.40	2,097.60	2,208.00	
	ANNUAL*	46,047	48,926	51,805	54,705	57,585	
E	HOURLY	22.28	23.67	25.07	26.46	27.85	OVER 8
	BIWEEKLY	1,782.40	1,893.60	2,005.60	2,116.80	2,228.00	
	ANNUAL*	46,485	49,385	52,306	55,206	58,106	
F	HOURLY	22.49	23.89	25.30	26.71	28.11	OVER 9
	BIWEEKLY	1,799.20	1,911.20	2,024.00	2,136.80	2,248.80	
	ANNUAL*	46,923	49,844	52,786	55,728	58,649	
G	HOURLY	22.69	24.11	25.53	26.95	28.37	OVER 10
	BIWEEKLY	1,815.20	1,928.80	2,042.40	2,156.00	2,269.60	
	ANNUAL*	47,340	50,303	53,266	56,228	59,191	
H	HOURLY	22.90	24.33	25.76	27.20	28.63	OVER 11
	BIWEEKLY	1,832.00	1,946.40	2,060.80	2,176.00	2,290.40	
	ANNUAL*	47,779	50,762	53,746	56,750	59,734	
I	HOURLY	23.11	24.55	26.00	27.44	28.88	OVER 12
	BIWEEKLY	1,848.80	1,964.00	2,080.00	2,195.20	2,310.40	
	ANNUAL*	48,217	51,221	54,246	57,251	60,255	
J	HOURLY	23.31	24.77	26.23	27.69	29.14	OVER 13
	BIWEEKLY	1,864.80	1,981.60	2,098.40	2,215.20	2,331.20	
	ANNUAL*	48,634	51,680	54,726	57,772	60,798	
K	HOURLY	23.52	24.99	26.46	27.93	29.40	OVER 14
	BIWEEKLY	1,881.60	1,999.20	2,116.80	2,234.40	2,352.00	
	ANNUAL*	49,072	52,139	55,206	58,273	61,340	
L	HOURLY	23.72	25.21	26.69	28.18	29.66	OVER 15
	BIWEEKLY	1,897.60	2,016.80	2,135.20	2,254.40	2,372.80	
	ANNUAL*	49,489	52,598	55,686	58,795	61,883	
M	HOURLY	23.93	25.43	26.92	28.42	29.92	OVER 16
	BIWEEKLY	1,914.40	2,034.40	2,153.60	2,273.60	2,393.60	
	ANNUAL*	49,928	53,057	56,166	59,295	62,425	

PAY SCALE GROUP CP3C COMMONWEALTH OF PENNSYLVANIA  
 Capitol Police Patrolman CAPITOL POLICE PAY SCHEDULE  
 EFFECTIVE JULY 1, 2017  
 PAY SCALE TYPE CP

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
N	HOURLY	24.14	25.65	27.16	28.67	30.17	OVER 17
	BIWEEKLY	1,931.20	2,052.00	2,172.80	2,293.60	2,413.60	
	ANNUAL*	50,366	53,516	56,667	59,817	62,947	
O	HOURLY	24.34	25.87	27.39	28.91	30.43	OVER 18
	BIWEEKLY	1,947.20	2,069.60	2,191.20	2,312.80	2,434.40	
	ANNUAL*	50,783	53,975	57,146	60,318	63,489	
P	HOURLY	24.55	26.08	27.62	29.16	30.69	OVER 19
	BIWEEKLY	1,964.00	2,086.40	2,209.60	2,332.80	2,455.20	
	ANNUAL*	51,221	54,413	57,626	60,839	64,032	
Q	HOURLY	24.76	26.30	27.85	29.40	30.95	OVER 20
	BIWEEKLY	1,980.80	2,104.00	2,228.00	2,352.00	2,476.00	
	ANNUAL*	51,659	54,872	58,106	61,340	64,574	
R	HOURLY	24.96	26.52	28.08	29.65	31.21	OVER 21
	BIWEEKLY	1,996.80	2,121.60	2,246.40	2,372.00	2,496.80	
	ANNUAL*	52,077	55,331	58,586	61,862	65,117	
S	HOURLY	25.17	26.74	28.32	29.89	31.46	OVER 22
	BIWEEKLY	2,013.60	2,139.20	2,265.60	2,391.20	2,516.80	
	ANNUAL*	52,515	55,790	59,087	62,362	65,638	
T	HOURLY	25.37	26.96	28.55	30.14	31.72	OVER 23
	BIWEEKLY	2,029.60	2,156.80	2,284.00	2,411.20	2,537.60	
	ANNUAL*	52,932	56,249	59,567	62,884	66,181	
U	HOURLY	25.58	27.18	28.78	30.38	31.98	OVER 24
	BIWEEKLY	2,046.40	2,174.40	2,302.40	2,430.40	2,558.40	
	ANNUAL*	53,370	56,708	60,047	63,385	66,723	
V	HOURLY	25.79	27.40	29.01	30.63	32.24	OVER 25
	BIWEEKLY	2,063.20	2,192.00	2,320.80	2,450.40	2,579.20	
	ANNUAL*	53,808	57,167	60,526	63,906	67,266	
W	HOURLY	25.99	27.62	29.24	30.87	32.50	OVER 26
	BIWEEKLY	2,079.20	2,209.60	2,339.20	2,469.60	2,600.00	
	ANNUAL*	54,226	57,626	61,006	64,407	67,808	
X	HOURLY	26.20	27.84	29.48	31.12	32.75	OVER 27
	BIWEEKLY	2,096.00	2,227.20	2,358.40	2,489.60	2,620.00	
	ANNUAL*	54,664	58,085	61,507	64,929	68,330	
Y	HOURLY	26.41	28.06	29.71	31.36	33.01	OVER 28
	BIWEEKLY	2,112.80	2,244.80	2,376.80	2,508.80	2,640.80	
	ANNUAL*	55,102	58,544	61,987	65,430	68,872	

\* Approximate annual rate is derived by multiplying the biweekly rate by 26.08 and rounding to the nearest dollar.

PAY SCALE GROUP CP33 COMMONWEALTH OF PENNSYLVANIA  
 Capitol Police Corporal CAPITOL POLICE PAY SCHEDULE  
 EFFECTIVE JULY 1, 2017  
 PAY SCALE TYPE CP

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
A	HOURLY	22.90	24.33	25.76	27.20	28.63	1-5
	BIWEEKLY	1,832.00	1,946.40	2,060.80	2,176.00	2,290.40	
	ANNUAL*	47,779	50,762	53,746	56,750	59,734	
B	HOURLY	24.05	25.55	27.05	28.56	30.06	OVER 5
	BIWEEKLY	1,924.00	2,044.00	2,164.00	2,284.80	2,404.80	
	ANNUAL*	50,178	53,308	56,437	59,588	62,717	
C	HOURLY	24.27	25.79	27.31	28.83	30.35	OVER 6
	BIWEEKLY	1,941.60	2,063.20	2,184.80	2,306.40	2,428.00	
	ANNUAL*	50,637	53,808	56,980	60,151	63,322	
D	HOURLY	24.50	26.03	27.56	29.10	30.63	OVER 7
	BIWEEKLY	1,960.00	2,082.40	2,204.80	2,328.00	2,450.40	
	ANNUAL*	51,117	54,309	57,501	60,714	63,906	
E	HOURLY	24.73	26.28	27.82	29.38	30.92	OVER 8
	BIWEEKLY	1,978.40	2,102.40	2,225.60	2,350.40	2,473.60	
	ANNUAL*	51,597	54,831	58,044	61,298	64,511	
F	HOURLY	24.96	26.52	28.08	29.65	31.21	OVER 9
	BIWEEKLY	1,996.80	2,121.60	2,246.40	2,372.00	2,496.80	
	ANNUAL*	52,077	55,331	58,586	61,862	65,117	
G	HOURLY	25.19	26.76	28.34	29.92	31.49	OVER 10
	BIWEEKLY	2,015.20	2,140.80	2,267.20	2,393.60	2,519.20	
	ANNUAL*	52,556	55,832	59,129	62,425	65,701	
H	HOURLY	25.42	27.01	28.59	30.19	31.78	OVER 11
	BIWEEKLY	2,033.60	2,160.80	2,287.20	2,415.20	2,542.40	
	ANNUAL*	53,036	56,354	59,650	62,988	66,306	
I	HOURLY	25.65	27.25	28.85	30.46	32.07	OVER 12
	BIWEEKLY	2,052.00	2,180.00	2,308.00	2,436.80	2,565.60	
	ANNUAL*	53,516	56,854	60,193	63,552	66,911	
J	HOURLY	25.88	27.49	29.11	30.74	32.35	OVER 13
	BIWEEKLY	2,070.40	2,199.20	2,328.80	2,459.20	2,588.00	
	ANNUAL*	53,996	57,355	60,735	64,136	67,495	
K	HOURLY	26.11	27.74	29.37	31.01	32.64	OVER 14
	BIWEEKLY	2,088.80	2,219.20	2,349.60	2,480.80	2,611.20	
	ANNUAL*	54,476	57,877	61,278	64,699	68,100	
L	HOURLY	26.34	27.98	29.62	31.28	32.92	OVER 15
	BIWEEKLY	2,107.20	2,238.40	2,369.60	2,502.40	2,633.60	
	ANNUAL*	54,956	58,377	61,799	65,263	68,684	
M	HOURLY	26.56	28.22	29.88	31.55	33.21	OVER 16
	BIWEEKLY	2,124.80	2,257.60	2,390.40	2,524.00	2,656.80	
	ANNUAL*	55,415	58,878	62,342	65,826	69,289	

PAY SCALE GROUP CP33 COMMONWEALTH OF PENNSYLVANIA  
 Capitol Police Corporal CAPITOL POLICE PAY SCHEDULE  
 EFFECTIVE JULY 1, 2017  
 PAY SCALE TYPE CP

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
N	HOURLY	26.79	28.47	30.14	31.82	33.50	OVER 17
	BIWEEKLY	2,143.20	2,277.60	2,411.20	2,545.60	2,680.00	
	ANNUAL*	55,895	59,400	62,884	66,389	69,894	
O	HOURLY	27.02	28.71	30.40	32.10	33.78	OVER 18
	BIWEEKLY	2,161.60	2,296.80	2,432.00	2,568.00	2,702.40	
	ANNUAL*	56,375	59,901	63,427	66,973	70,479	
P	HOURLY	27.25	28.95	30.65	32.37	34.07	OVER 19
	BIWEEKLY	2,180.00	2,316.00	2,452.00	2,589.60	2,725.60	
	ANNUAL*	56,854	60,401	63,948	67,537	71,084	
Q	HOURLY	27.48	29.20	30.91	32.64	34.36	OVER 20
	BIWEEKLY	2,198.40	2,336.00	2,472.80	2,611.20	2,748.80	
	ANNUAL*	57,334	60,923	64,491	68,100	71,689	
R	HOURLY	27.71	29.44	31.17	32.91	34.64	OVER 21
	BIWEEKLY	2,216.80	2,355.20	2,493.60	2,632.80	2,771.20	
	ANNUAL*	57,814	61,424	65,033	68,663	72,273	
S	HOURLY	27.94	29.68	31.43	33.18	34.93	OVER 22
	BIWEEKLY	2,235.20	2,374.40	2,514.40	2,654.40	2,794.40	
	ANNUAL*	58,294	61,924	65,576	69,227	72,878	
T	HOURLY	28.17	29.93	31.68	33.46	35.21	OVER 23
	BIWEEKLY	2,253.60	2,394.40	2,534.40	2,676.80	2,816.80	
	ANNUAL*	58,774	62,446	66,097	69,811	73,462	
U	HOURLY	28.40	30.17	31.94	33.73	35.50	OVER 24
	BIWEEKLY	2,272.00	2,413.60	2,555.20	2,698.40	2,840.00	
	ANNUAL*	59,254	62,947	66,640	70,374	74,067	
V	HOURLY	28.63	30.41	32.20	34.00	35.79	OVER 25
	BIWEEKLY	2,290.40	2,432.80	2,576.00	2,720.00	2,863.20	
	ANNUAL*	59,734	63,447	67,182	70,938	74,672	
W	HOURLY	28.85	30.66	32.46	34.27	36.07	OVER 26
	BIWEEKLY	2,308.00	2,452.80	2,596.80	2,741.60	2,885.60	
	ANNUAL*	60,193	63,969	67,725	71,501	75,256	
X	HOURLY	29.08	30.90	32.72	34.54	36.36	OVER 27
	BIWEEKLY	2,326.40	2,472.00	2,617.60	2,763.20	2,908.80	
	ANNUAL*	60,673	64,470	68,267	72,064	75,862	
Y	HOURLY	29.31	31.14	32.97	34.82	36.65	OVER 28
	BIWEEKLY	2,344.80	2,491.20	2,637.60	2,785.60	2,932.00	
	ANNUAL*	61,152	64,970	68,789	72,648	76,467	

\* Approximate annual rate is derived by multiplying the biweekly rate by 26.08 and rounding to the nearest dollar.

PAY SCALE GROUP CP36 COMMONWEALTH OF PENNSYLVANIA  
 Capitol Police Sergeant CAPITOL POLICE PAY SCHEDULE  
 EFFECTIVE JULY 1, 2017  
 PAY SCALE TYPE CP

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
A	HOURLY	25.42	27.01	28.59	30.19	31.78	1-5
	BIWEEKLY	2,033.60	2,160.80	2,287.20	2,415.20	2,542.40	
	ANNUAL*	53,036	56,354	59,650	62,988	66,306	
B	HOURLY	26.69	28.36	30.02	31.70	33.37	OVER 5
	BIWEEKLY	2,135.20	2,268.80	2,401.60	2,536.00	2,669.60	
	ANNUAL*	55,686	59,170	62,634	66,139	69,623	
C	HOURLY	26.95	28.63	30.31	32.00	33.69	OVER 6
	BIWEEKLY	2,156.00	2,290.40	2,424.80	2,560.00	2,695.20	
	ANNUAL*	56,228	59,734	63,239	66,765	70,291	
D	HOURLY	27.20	28.90	30.59	32.30	34.00	OVER 7
	BIWEEKLY	2,176.00	2,312.00	2,447.20	2,584.00	2,720.00	
	ANNUAL*	56,750	60,297	63,823	67,391	70,938	
E	HOURLY	27.45	29.17	30.88	32.61	34.32	OVER 8
	BIWEEKLY	2,196.00	2,333.60	2,470.40	2,608.80	2,745.60	
	ANNUAL*	57,272	60,860	64,428	68,038	71,605	
F	HOURLY	27.71	29.44	31.16	32.91	34.64	OVER 9
	BIWEEKLY	2,216.80	2,355.20	2,492.80	2,632.80	2,771.20	
	ANNUAL*	57,814	61,424	65,012	68,663	72,273	
G	HOURLY	27.96	29.71	31.45	33.21	34.96	OVER 10
	BIWEEKLY	2,236.80	2,376.80	2,516.00	2,656.80	2,796.80	
	ANNUAL*	58,336	61,987	65,617	69,289	72,941	
H	HOURLY	28.22	29.98	31.73	33.51	35.28	OVER 11
	BIWEEKLY	2,257.60	2,398.40	2,538.40	2,680.80	2,822.40	
	ANNUAL*	58,878	62,550	66,201	69,915	73,608	
I	HOURLY	28.47	30.25	32.02	33.81	35.59	OVER 12
	BIWEEKLY	2,277.60	2,420.00	2,561.60	2,704.80	2,847.20	
	ANNUAL*	59,400	63,114	66,807	70,541	74,255	
J	HOURLY	28.72	30.52	32.31	34.11	35.91	OVER 13
	BIWEEKLY	2,297.60	2,441.60	2,584.80	2,728.80	2,872.80	
	ANNUAL*	59,921	63,677	67,412	71,167	74,923	
K	HOURLY	28.98	30.79	32.59	34.42	36.23	OVER 14
	BIWEEKLY	2,318.40	2,463.20	2,607.20	2,753.60	2,898.40	
	ANNUAL*	60,464	64,240	67,996	71,814	75,590	
L	HOURLY	29.23	31.06	32.88	34.72	36.55	OVER 15
	BIWEEKLY	2,338.40	2,484.80	2,630.40	2,777.60	2,924.00	
	ANNUAL*	60,985	64,804	68,601	72,440	76,258	
M	HOURLY	29.49	31.33	33.16	35.02	36.86	OVER 16
	BIWEEKLY	2,359.20	2,506.40	2,652.80	2,801.60	2,948.80	
	ANNUAL*	61,528	65,367	69,185	73,066	76,905	

PAY SCALE GROUP CP36 COMMONWEALTH OF PENNSYLVANIA  
 Capitol Police Sergeant CAPITOL POLICE PAY SCHEDULE  
 EFFECTIVE JULY 1, 2017  
 PAY SCALE TYPE CP

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
N	HOURLY	29.74	31.60	33.45	35.32	37.18	OVER 17
	BIWEEKLY	2,379.20	2,528.00	2,676.00	2,825.60	2,974.40	
	ANNUAL*	62,050	65,930	69,790	73,692	77,572	
O	HOURLY	30.00	31.87	33.74	35.62	37.50	OVER 18
	BIWEEKLY	2,400.00	2,549.60	2,699.20	2,849.60	3,000.00	
	ANNUAL*	62,592	66,494	70,395	74,318	78,240	
P	HOURLY	30.25	32.14	34.02	35.93	37.82	OVER 19
	BIWEEKLY	2,420.00	2,571.20	2,721.60	2,874.40	3,025.60	
	ANNUAL*	63,114	67,057	70,979	74,964	78,908	
Q	HOURLY	30.50	32.41	34.31	36.23	38.14	OVER 20
	BIWEEKLY	2,440.00	2,592.80	2,744.80	2,898.40	3,051.20	
	ANNUAL*	63,635	67,620	71,584	75,590	79,575	
R	HOURLY	30.76	32.68	34.59	36.53	38.45	OVER 21
	BIWEEKLY	2,460.80	2,614.40	2,767.20	2,922.40	3,076.00	
	ANNUAL*	64,178	68,184	72,169	76,216	80,222	
S	HOURLY	31.01	32.95	34.88	36.83	38.77	OVER 22
	BIWEEKLY	2,480.80	2,636.00	2,790.40	2,946.40	3,101.60	
	ANNUAL*	64,699	68,747	72,774	76,842	80,890	
T	HOURLY	31.27	33.22	35.17	37.13	39.09	OVER 23
	BIWEEKLY	2,501.60	2,657.60	2,813.60	2,970.40	3,127.20	
	ANNUAL*	65,242	69,310	73,379	77,468	81,557	
U	HOURLY	31.52	33.49	35.45	37.44	39.41	OVER 24
	BIWEEKLY	2,521.60	2,679.20	2,836.00	2,995.20	3,152.80	
	ANNUAL*	65,763	69,874	73,963	78,115	82,225	
V	HOURLY	31.78	33.76	35.74	37.74	39.73	OVER 25
	BIWEEKLY	2,542.40	2,700.80	2,859.20	3,019.20	3,178.40	
	ANNUAL*	66,306	70,437	74,568	78,741	82,893	
W	HOURLY	32.03	34.03	36.02	38.04	40.04	OVER 26
	BIWEEKLY	2,562.40	2,722.40	2,881.60	3,043.20	3,203.20	
	ANNUAL*	66,827	71,000	75,152	79,367	83,539	
X	HOURLY	32.28	34.30	36.31	38.34	40.36	OVER 27
	BIWEEKLY	2,582.40	2,744.00	2,904.80	3,067.20	3,228.80	
	ANNUAL*	67,349	71,564	75,757	79,993	84,207	
Y	HOURLY	32.54	34.57	36.60	38.64	40.68	OVER 28
	BIWEEKLY	2,603.20	2,765.60	2,928.00	3,091.20	3,254.40	
	ANNUAL*	67,891	72,127	76,362	80,618	84,875	

\* Approximate annual rate is derived by multiplying the biweekly rate by 26.08 and rounding to the nearest dollar.

PAY SCALE GROUP CP35 COMMONWEALTH OF PENNSYLVANIA  
 Capitol Police Lieutenant CAPITOL POLICE PAY SCHEDULE  
 EFFECTIVE JULY 1, 2017  
 PAY SCALE TYPE CP

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
A	HOURLY	28.22	29.98	31.73	33.51	35.28	1-5
	BIWEEKLY	2,257.60	2,398.40	2,538.40	2,680.80	2,822.40	
	ANNUAL*	58,878	62,550	66,201	69,915	73,608	
B	HOURLY	29.63	31.48	33.32	35.19	37.04	OVER 5
	BIWEEKLY	2,370.40	2,518.40	2,665.60	2,815.20	2,963.20	
	ANNUAL*	61,820	65,680	69,519	73,420	77,280	
C	HOURLY	29.91	31.78	33.63	35.52	37.40	OVER 6
	BIWEEKLY	2,392.80	2,542.40	2,690.40	2,841.60	2,992.00	
	ANNUAL*	62,404	66,306	70,166	74,109	78,031	
D	HOURLY	30.20	32.08	33.95	35.86	37.75	OVER 7
	BIWEEKLY	2,416.00	2,566.40	2,716.00	2,868.80	3,020.00	
	ANNUAL*	63,009	66,932	70,833	74,818	78,762	
E	HOURLY	30.48	32.38	34.27	36.19	38.10	OVER 8
	BIWEEKLY	2,438.40	2,590.40	2,741.60	2,895.20	3,048.00	
	ANNUAL*	63,593	67,558	71,501	75,507	79,492	
F	HOURLY	30.76	32.68	34.59	36.53	38.46	OVER 9
	BIWEEKLY	2,460.80	2,614.40	2,767.20	2,922.40	3,076.80	
	ANNUAL*	64,178	68,184	72,169	76,216	80,243	
G	HOURLY	31.04	32.98	34.90	36.86	38.81	OVER 10
	BIWEEKLY	2,483.20	2,638.40	2,792.00	2,948.80	3,104.80	
	ANNUAL*	64,762	68,809	72,815	76,905	80,973	
H	HOURLY	31.32	33.28	35.22	37.20	39.16	OVER 11
	BIWEEKLY	2,505.60	2,662.40	2,817.60	2,976.00	3,132.80	
	ANNUAL*	65,346	69,435	73,483	77,614	81,703	
I	HOURLY	31.61	33.58	35.54	37.53	39.51	OVER 12
	BIWEEKLY	2,528.80	2,686.40	2,843.20	3,002.40	3,160.80	
	ANNUAL*	65,951	70,061	74,151	78,303	82,434	
J	HOURLY	31.89	33.88	35.85	37.87	39.87	OVER 13
	BIWEEKLY	2,551.20	2,710.40	2,868.00	3,029.60	3,189.60	
	ANNUAL*	66,535	70,687	74,797	79,012	83,185	
K	HOURLY	32.17	34.18	36.17	38.20	40.22	OVER 14
	BIWEEKLY	2,573.60	2,734.40	2,893.60	3,056.00	3,217.60	
	ANNUAL*	67,119	71,313	75,465	79,700	83,915	
L	HOURLY	32.45	34.48	36.49	38.54	40.57	OVER 15
	BIWEEKLY	2,596.00	2,758.40	2,919.20	3,083.20	3,245.60	
	ANNUAL*	67,704	71,939	76,133	80,410	84,645	
M	HOURLY	32.74	34.78	36.81	38.87	40.92	OVER 16
	BIWEEKLY	2,619.20	2,782.40	2,944.80	3,109.60	3,273.60	
	ANNUAL*	68,309	72,565	76,800	81,098	85,375	

PAY SCALE GROUP CP35 COMMONWEALTH OF PENNSYLVANIA  
 Capitol Police Lieutenant CAPITOL POLICE PAY SCHEDULE  
 EFFECTIVE JULY 1, 2017  
 PAY SCALE TYPE CP

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
N	HOURLY	33.02	35.08	37.12	39.21	41.28	OVER 17
	BIWEEKLY	2,641.60	2,806.40	2,969.60	3,136.80	3,302.40	
	ANNUAL*	68,893	73,191	77,447	81,808	86,127	
O	HOURLY	33.30	35.38	37.44	39.54	41.63	OVER 18
	BIWEEKLY	2,664.00	2,830.40	2,995.20	3,163.20	3,330.40	
	ANNUAL*	69,477	73,817	78,115	82,496	86,857	
P	HOURLY	33.58	35.68	37.76	39.88	41.98	OVER 19
	BIWEEKLY	2,686.40	2,854.40	3,020.80	3,190.40	3,358.40	
	ANNUAL*	70,061	74,443	78,782	83,206	87,587	
Q	HOURLY	33.86	35.98	38.08	40.21	42.34	OVER 20
	BIWEEKLY	2,708.80	2,878.40	3,046.40	3,216.80	3,387.20	
	ANNUAL*	70,646	75,069	79,450	83,894	88,338	
R	HOURLY	34.15	36.28	38.39	40.55	42.69	OVER 21
	BIWEEKLY	2,732.00	2,902.40	3,071.20	3,244.00	3,415.20	
	ANNUAL*	71,251	75,695	80,097	84,604	89,068	
S	HOURLY	34.43	36.58	38.71	40.88	43.04	OVER 22
	BIWEEKLY	2,754.40	2,926.40	3,096.80	3,270.40	3,443.20	
	ANNUAL*	71,835	76,321	80,765	85,292	89,799	
T	HOURLY	34.71	36.88	39.03	41.22	43.39	OVER 23
	BIWEEKLY	2,776.80	2,950.40	3,122.40	3,297.60	3,471.20	
	ANNUAL*	72,419	76,946	81,432	86,001	90,529	
U	HOURLY	34.99	37.18	39.35	41.55	43.75	OVER 24
	BIWEEKLY	2,799.20	2,974.40	3,148.00	3,324.00	3,500.00	
	ANNUAL*	73,003	77,572	82,100	86,690	91,280	
V	HOURLY	35.28	37.48	39.66	41.89	44.10	OVER 25
	BIWEEKLY	2,822.40	2,998.40	3,172.80	3,351.20	3,528.00	
	ANNUAL*	73,608	78,198	82,747	87,399	92,010	
W	HOURLY	35.56	37.77	39.98	42.22	44.45	OVER 26
	BIWEEKLY	2,844.80	3,021.60	3,198.40	3,377.60	3,556.00	
	ANNUAL*	74,192	78,803	83,414	88,088	92,740	
X	HOURLY	35.84	38.07	40.30	42.56	44.81	OVER 27
	BIWEEKLY	2,867.20	3,045.60	3,224.00	3,404.80	3,584.80	
	ANNUAL*	74,777	79,429	84,082	88,797	93,492	
Y	HOURLY	36.12	38.37	40.61	42.89	45.16	OVER 28
	BIWEEKLY	2,889.60	3,069.60	3,248.80	3,431.20	3,612.80	
	ANNUAL*	75,361	80,055	84,729	89,486	94,222	

\* Approximate annual rate is derived by multiplying the biweekly rate by 26.08 and rounding to the nearest dollar.



**APPENDIX D**

**PAY SCALE GROUP CP3C COMMONWEALTH OF PENNSYLVANIA  
Capitol Police Patrolman  
CAPITOL POLICE PAY SCHEDULE  
EFFECTIVE JULY 1, 2018  
PAY SCALE TYPE CP**

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
A	HOURLY	21.20	22.53	23.85	25.18	26.50	1-5
	BIWEEKLY	1,696.00	1,802.40	1,908.00	2,014.40	2,120.00	
	ANNUAL*	44,232	47,007	49,761	52,536	55,290	
B	HOURLY	22.26	23.66	25.04	26.44	27.83	OVER 5
	BIWEEKLY	1,780.80	1,892.80	2,003.20	2,115.20	2,226.40	
	ANNUAL*	46,443	49,364	52,243	55,164	58,065	
C	HOURLY	22.47	23.88	25.28	26.69	28.09	OVER 6
	BIWEEKLY	1,797.60	1,910.40	2,022.40	2,135.20	2,247.20	
	ANNUAL*	46,881	49,823	52,744	55,686	58,607	
D	HOURLY	22.68	24.11	25.52	26.94	28.36	OVER 7
	BIWEEKLY	1,814.40	1,928.80	2,041.60	2,155.20	2,268.80	
	ANNUAL*	47,320	50,303	53,245	56,208	59,170	
E	HOURLY	22.90	24.33	25.76	27.19	28.62	OVER 8
	BIWEEKLY	1,832.00	1,946.40	2,060.80	2,175.20	2,289.60	
	ANNUAL*	47,779	50,762	53,746	56,729	59,713	
F	HOURLY	23.11	24.56	26.00	27.45	28.89	OVER 9
	BIWEEKLY	1,848.80	1,964.80	2,080.00	2,196.00	2,311.20	
	ANNUAL*	48,217	51,242	54,246	57,272	60,276	
G	HOURLY	23.32	24.78	26.24	27.70	29.15	OVER 10
	BIWEEKLY	1,865.60	1,982.40	2,099.20	2,216.00	2,332.00	
	ANNUAL*	48,655	51,701	54,747	57,793	60,819	
H	HOURLY	23.53	25.01	26.47	27.95	29.42	OVER 11
	BIWEEKLY	1,882.40	2,000.80	2,117.60	2,236.00	2,353.60	
	ANNUAL*	49,093	52,181	55,227	58,315	61,382	
I	HOURLY	23.74	25.23	26.71	28.20	29.68	OVER 12
	BIWEEKLY	1,899.20	2,018.40	2,136.80	2,256.00	2,374.40	
	ANNUAL*	49,531	52,640	55,728	58,836	61,924	
J	HOURLY	23.96	25.46	26.95	28.45	29.95	OVER 13
	BIWEEKLY	1,916.80	2,036.80	2,156.00	2,276.00	2,396.00	
	ANNUAL*	49,990	53,120	56,228	59,358	62,488	
K	HOURLY	24.17	25.68	27.19	28.71	30.21	OVER 14
	BIWEEKLY	1,933.60	2,054.40	2,175.20	2,296.80	2,416.80	
	ANNUAL*	50,428	53,579	56,729	59,901	63,030	
L	HOURLY	24.38	25.91	27.43	28.96	30.48	OVER 15
	BIWEEKLY	1,950.40	2,072.80	2,194.40	2,316.80	2,438.40	
	ANNUAL*	50,866	54,059	57,230	60,422	63,593	
M	HOURLY	24.59	26.13	27.67	29.21	30.74	OVER 16
	BIWEEKLY	1,967.20	2,090.40	2,213.60	2,336.80	2,459.20	
	ANNUAL*	51,305	54,518	57,731	60,944	64,136	

PAY SCALE GROUP CP30 COMMONWEALTH OF PENNSYLVANIA  
 Capitol Police Patrolman CAPITOL POLICE PAY SCHEDULE  
 EFFECTIVE JULY 1, 2018  
 PAY SCALE TYPE CP

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
N	HOURLY	24.80	26.36	27.90	29.46	31.01	OVER 17
	BIWEEKLY	1,984.00	2,108.80	2,232.00	2,356.80	2,480.80	
	ANNUAL*	51,743	54,998	58,211	61,465	64,699	
O	HOURLY	25.02	26.59	28.14	29.71	31.27	OVER 18
	BIWEEKLY	2,001.60	2,127.20	2,251.20	2,376.80	2,501.60	
	ANNUAL*	52,202	55,477	58,711	61,987	65,242	
P	HOURLY	25.23	26.81	28.38	29.96	31.54	OVER 19
	BIWEEKLY	2,018.40	2,144.80	2,270.40	2,396.80	2,523.20	
	ANNUAL*	52,640	55,936	59,212	62,509	65,805	
Q	HOURLY	25.44	27.04	28.62	30.22	31.80	OVER 20
	BIWEEKLY	2,035.20	2,163.20	2,289.60	2,417.60	2,544.00	
	ANNUAL*	53,078	56,416	59,713	63,051	66,348	
R	HOURLY	25.65	27.26	28.86	30.47	32.07	OVER 21
	BIWEEKLY	2,052.00	2,180.80	2,308.80	2,437.60	2,565.60	
	ANNUAL*	53,516	56,875	60,214	63,573	66,911	
S	HOURLY	25.86	27.49	29.10	30.72	32.33	OVER 22
	BIWEEKLY	2,068.80	2,199.20	2,328.00	2,457.60	2,586.40	
	ANNUAL*	53,954	57,355	60,714	64,094	67,453	
T	HOURLY	26.08	27.71	29.34	30.97	32.60	OVER 23
	BIWEEKLY	2,086.40	2,216.80	2,347.20	2,477.60	2,608.00	
	ANNUAL*	54,413	57,814	61,215	64,616	68,017	
U	HOURLY	26.29	27.94	29.57	31.22	32.86	OVER 24
	BIWEEKLY	2,103.20	2,235.20	2,365.60	2,497.60	2,628.80	
	ANNUAL*	54,851	58,294	61,695	65,137	68,559	
V	HOURLY	26.50	28.16	29.81	31.48	33.13	OVER 25
	BIWEEKLY	2,120.00	2,252.80	2,384.80	2,518.40	2,650.40	
	ANNUAL*	55,290	58,753	62,196	65,680	69,122	
W	HOURLY	26.71	28.39	30.05	31.73	33.39	OVER 26
	BIWEEKLY	2,136.80	2,271.20	2,404.00	2,538.40	2,671.20	
	ANNUAL*	55,728	59,233	62,696	66,201	69,665	
X	HOURLY	26.92	28.61	30.29	31.98	33.66	OVER 27
	BIWEEKLY	2,153.60	2,288.80	2,423.20	2,558.40	2,692.80	
	ANNUAL*	56,166	59,692	63,197	66,723	70,228	
Y	HOURLY	27.14	28.84	30.53	32.23	33.92	OVER 28
	BIWEEKLY	2,171.20	2,307.20	2,442.40	2,578.40	2,713.60	
	ANNUAL*	56,625	60,172	63,698	67,245	70,771	

\* Approximate annual rate is derived by multiplying the biweekly rate by 26.08 and rounding to the nearest dollar.

PAY SCALE GROUP CP33 COMMONWEALTH OF PENNSYLVANIA  
 Capitol Police Corporal CAPITOL POLICE PAY SCHEDULE  
 EFFECTIVE JULY 1, 2018  
 PAY SCALE TYPE CP

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
A	HOURLY	23.53	25.01	26.47	27.95	29.42	1-5
	BIWEEKLY	1,882.40	2,000.80	2,117.60	2,236.00	2,353.60	
	ANNUAL*	49,093	52,181	55,227	58,315	61,382	
B	HOURLY	24.71	26.26	27.79	29.35	30.89	OVER 5
	BIWEEKLY	1,976.80	2,100.80	2,223.20	2,348.00	2,471.20	
	ANNUAL*	51,555	54,789	57,981	61,236	64,449	
C	HOURLY	24.94	26.51	28.06	29.63	31.19	OVER 6
	BIWEEKLY	1,995.20	2,120.80	2,244.80	2,370.40	2,495.20	
	ANNUAL*	52,035	55,310	58,544	61,820	65,075	
D	HOURLY	25.18	26.76	28.32	29.91	31.48	OVER 7
	BIWEEKLY	2,014.40	2,140.80	2,265.60	2,392.80	2,518.40	
	ANNUAL*	52,536	55,832	59,087	62,404	65,680	
E	HOURLY	25.41	27.01	28.59	30.19	31.77	OVER 8
	BIWEEKLY	2,032.80	2,160.80	2,287.20	2,415.20	2,541.60	
	ANNUAL*	53,015	56,354	59,650	62,988	66,285	
F	HOURLY	25.65	27.26	28.85	30.47	32.07	OVER 9
	BIWEEKLY	2,052.00	2,180.80	2,308.00	2,437.60	2,565.60	
	ANNUAL*	53,516	56,875	60,193	63,573	66,911	
G	HOURLY	25.88	27.51	29.12	30.75	32.36	OVER 10
	BIWEEKLY	2,070.40	2,200.80	2,329.60	2,460.00	2,588.80	
	ANNUAL*	53,996	57,397	60,756	64,157	67,516	
H	HOURLY	26.12	27.76	29.38	31.02	32.66	OVER 11
	BIWEEKLY	2,089.60	2,220.80	2,350.40	2,481.60	2,612.80	
	ANNUAL*	54,497	57,918	61,298	64,720	68,142	
I	HOURLY	26.35	28.01	29.65	31.30	32.95	OVER 12
	BIWEEKLY	2,108.00	2,240.80	2,372.00	2,504.00	2,636.00	
	ANNUAL*	54,977	58,440	61,862	65,304	68,747	
J	HOURLY	26.59	28.26	29.91	31.58	33.24	OVER 13
	BIWEEKLY	2,127.20	2,260.80	2,392.80	2,526.40	2,659.20	
	ANNUAL*	55,477	58,962	62,404	65,889	69,352	
K	HOURLY	26.82	28.51	30.18	31.86	33.54	OVER 14
	BIWEEKLY	2,145.60	2,280.80	2,414.40	2,548.80	2,683.20	
	ANNUAL*	55,957	59,483	62,968	66,473	69,978	
L	HOURLY	27.06	28.76	30.44	32.14	33.83	OVER 15
	BIWEEKLY	2,164.80	2,300.80	2,435.20	2,571.20	2,706.40	
	ANNUAL*	56,458	60,005	63,510	67,057	70,583	
M	HOURLY	27.29	29.01	30.71	32.42	34.13	OVER 16
	BIWEEKLY	2,183.20	2,320.80	2,456.80	2,593.60	2,730.40	
	ANNUAL*	56,938	60,526	64,073	67,641	71,209	

PAY SCALE GROUP CP33 COMMONWEALTH OF PENNSYLVANIA  
 Capitol Police Corporal CAPITOL POLICE PAY SCHEDULE  
 EFFECTIVE JULY 1, 2018  
 PAY SCALE TYPE CP

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
N	HOURLY	27.53	29.26	30.97	32.70	34.42	OVER 17
	BIWEEKLY	2,202.40	2,340.80	2,477.60	2,616.00	2,753.60	
	ANNUAL*	57,439	61,048	64,616	68,225	71,814	
O	HOURLY	27.77	29.51	31.23	32.98	34.72	OVER 18
	BIWEEKLY	2,221.60	2,360.80	2,498.40	2,638.40	2,777.60	
	ANNUAL*	57,939	61,570	65,158	68,809	72,440	
P	HOURLY	28.00	29.76	31.50	33.26	35.01	OVER 19
	BIWEEKLY	2,240.00	2,380.80	2,520.00	2,660.80	2,800.80	
	ANNUAL*	58,419	62,091	65,722	69,394	73,045	
Q	HOURLY	28.24	30.01	31.76	33.54	35.30	OVER 20
	BIWEEKLY	2,259.20	2,400.80	2,540.80	2,683.20	2,824.00	
	ANNUAL*	58,920	62,613	66,264	69,978	73,650	
R	HOURLY	28.47	30.26	32.03	33.82	35.60	OVER 21
	BIWEEKLY	2,277.60	2,420.80	2,562.40	2,705.60	2,848.00	
	ANNUAL*	59,400	63,134	66,827	70,562	74,276	
S	HOURLY	28.71	30.51	32.29	34.10	35.89	OVER 22
	BIWEEKLY	2,296.80	2,440.80	2,583.20	2,728.00	2,871.20	
	ANNUAL*	59,901	63,656	67,370	71,146	74,881	
T	HOURLY	28.94	30.76	32.56	34.38	36.19	OVER 23
	BIWEEKLY	2,315.20	2,460.80	2,604.80	2,750.40	2,895.20	
	ANNUAL*	60,380	64,178	67,933	71,730	75,507	
U	HOURLY	29.18	31.01	32.82	34.66	36.48	OVER 24
	BIWEEKLY	2,334.40	2,480.80	2,625.60	2,772.80	2,918.40	
	ANNUAL*	60,881	64,699	68,476	72,315	76,112	
V	HOURLY	29.41	31.26	33.09	34.94	36.78	OVER 25
	BIWEEKLY	2,352.80	2,500.80	2,647.20	2,795.20	2,942.40	
	ANNUAL*	61,361	65,221	69,039	72,899	76,738	
W	HOURLY	29.65	31.51	33.35	35.22	37.07	OVER 26
	BIWEEKLY	2,372.00	2,520.80	2,668.00	2,817.60	2,965.60	
	ANNUAL*	61,862	65,742	69,581	73,483	77,343	
X	HOURLY	29.88	31.76	33.62	35.50	37.36	OVER 27
	BIWEEKLY	2,390.40	2,540.80	2,689.60	2,840.00	2,988.80	
	ANNUAL*	62,342	66,264	70,145	74,067	77,948	
Y	HOURLY	30.12	32.01	33.88	35.78	37.66	OVER 28
	BIWEEKLY	2,409.60	2,560.80	2,710.40	2,862.40	3,012.80	
	ANNUAL*	62,842	66,786	70,687	74,651	78,574	

\* Approximate annual rate is derived by multiplying the biweekly rate by 26.08 and rounding to the nearest dollar.

PAY SCALE GROUP CP36 COMMONWEALTH OF PENNSYLVANIA  
 Capitol Police Sergeant CAPITOL POLICE PAY SCHEDULE  
 EFFECTIVE JULY 1, 2018  
 PAY SCALE TYPE CP

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
A	HOURLY	26.12	27.76	29.38	31.02	32.66	1-5
	BIWEEKLY	2,089.60	2,220.80	2,350.40	2,481.60	2,612.80	
	ANNUAL*	54,497	57,918	61,298	64,720	68,142	
B	HOURLY	27.43	29.15	30.85	32.57	34.29	OVER 5
	BIWEEKLY	2,194.40	2,332.00	2,468.00	2,605.60	2,743.20	
	ANNUAL*	57,230	60,819	64,365	67,954	71,543	
C	HOURLY	27.69	29.43	31.14	32.88	34.62	OVER 6
	BIWEEKLY	2,215.20	2,354.40	2,491.20	2,630.40	2,769.60	
	ANNUAL*	57,772	61,403	64,970	68,601	72,231	
D	HOURLY	27.95	29.70	31.44	33.19	34.95	OVER 7
	BIWEEKLY	2,236.00	2,376.00	2,515.20	2,655.20	2,796.00	
	ANNUAL*	58,315	61,966	65,596	69,248	72,920	
E	HOURLY	28.21	29.98	31.73	33.50	35.27	OVER 8
	BIWEEKLY	2,256.80	2,398.40	2,538.40	2,680.00	2,821.60	
	ANNUAL*	58,857	62,550	66,201	69,894	73,587	
F	HOURLY	28.47	30.26	32.02	33.81	35.60	OVER 9
	BIWEEKLY	2,277.60	2,420.80	2,561.60	2,704.80	2,848.00	
	ANNUAL*	59,400	63,134	66,807	70,541	74,276	
G	HOURLY	28.73	30.54	32.32	34.12	35.93	OVER 10
	BIWEEKLY	2,298.40	2,443.20	2,585.60	2,729.60	2,874.40	
	ANNUAL*	59,942	63,719	67,432	71,188	74,964	
H	HOURLY	28.99	30.81	32.61	34.43	36.25	OVER 11
	BIWEEKLY	2,319.20	2,464.80	2,608.80	2,754.40	2,900.00	
	ANNUAL*	60,485	64,282	68,038	71,835	75,632	
I	HOURLY	29.25	31.09	32.91	34.74	36.58	OVER 12
	BIWEEKLY	2,340.00	2,487.20	2,632.80	2,779.20	2,926.40	
	ANNUAL*	61,027	64,866	68,663	72,482	76,321	
J	HOURLY	29.52	31.37	33.20	35.05	36.91	OVER 13
	BIWEEKLY	2,361.60	2,509.60	2,656.00	2,804.00	2,952.80	
	ANNUAL*	61,591	65,450	69,268	73,128	77,009	
K	HOURLY	29.78	31.65	33.49	35.36	37.23	OVER 14
	BIWEEKLY	2,382.40	2,532.00	2,679.20	2,828.80	2,978.40	
	ANNUAL*	62,133	66,035	69,874	73,775	77,677	
L	HOURLY	30.04	31.92	33.79	35.67	37.56	OVER 15
	BIWEEKLY	2,403.20	2,553.60	2,703.20	2,853.60	3,004.80	
	ANNUAL*	62,675	66,598	70,499	74,422	78,365	
M	HOURLY	30.30	32.20	34.08	35.98	37.89	OVER 16
	BIWEEKLY	2,424.00	2,576.00	2,726.40	2,878.40	3,031.20	
	ANNUAL*	63,218	67,182	71,105	75,069	79,054	

PAY SCALE GROUP CP36 COMMONWEALTH OF PENNSYLVANIA  
 Capitol Police Sergeant CAPITOL POLICE PAY SCHEDULE  
 EFFECTIVE JULY 1, 2018  
 PAY SCALE TYPE CP

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
N	HOURLY	30.56	32.48	34.37	36.29	38.21	OVER 17
	BIWEEKLY	2,444.80	2,598.40	2,749.60	2,903.20	3,056.80	
	ANNUAL*	63,760	67,766	71,710	75,715	79,721	
O	HOURLY	30.82	32.76	34.67	36.60	38.54	OVER 18
	BIWEEKLY	2,465.60	2,620.80	2,773.60	2,928.00	3,083.20	
	ANNUAL*	64,303	68,350	72,335	76,362	80,410	
P	HOURLY	31.08	33.03	34.96	36.91	38.87	OVER 19
	BIWEEKLY	2,486.40	2,642.40	2,796.80	2,952.80	3,109.60	
	ANNUAL*	64,845	68,914	72,941	77,009	81,098	
Q	HOURLY	31.34	33.31	35.26	37.22	39.19	OVER 20
	BIWEEKLY	2,507.20	2,664.80	2,820.80	2,977.60	3,135.20	
	ANNUAL*	65,388	69,498	73,566	77,656	81,766	
R	HOURLY	31.61	33.59	35.55	37.53	39.52	OVER 21
	BIWEEKLY	2,528.80	2,687.20	2,844.00	3,002.40	3,161.60	
	ANNUAL*	65,951	70,082	74,172	78,303	82,455	
S	HOURLY	31.87	33.87	35.84	37.84	39.85	OVER 22
	BIWEEKLY	2,549.60	2,709.60	2,867.20	3,027.20	3,188.00	
	ANNUAL*	66,494	70,666	74,777	78,949	83,143	
T	HOURLY	32.13	34.14	36.14	38.15	40.17	OVER 23
	BIWEEKLY	2,570.40	2,731.20	2,891.20	3,052.00	3,213.60	
	ANNUAL*	67,036	71,230	75,402	79,596	83,811	
U	HOURLY	32.39	34.42	36.43	38.46	40.50	OVER 24
	BIWEEKLY	2,591.20	2,753.60	2,914.40	3,076.80	3,240.00	
	ANNUAL*	67,578	71,814	76,008	80,243	84,499	
V	HOURLY	32.65	34.70	36.73	38.78	40.83	OVER 25
	BIWEEKLY	2,612.00	2,776.00	2,938.40	3,102.40	3,266.40	
	ANNUAL*	68,121	72,398	76,633	80,911	85,188	
W	HOURLY	32.91	34.98	37.02	39.09	41.15	OVER 26
	BIWEEKLY	2,632.80	2,798.40	2,961.60	3,127.20	3,292.00	
	ANNUAL*	68,663	72,982	77,239	81,557	85,855	
X	HOURLY	33.17	35.26	37.31	39.40	41.48	OVER 27
	BIWEEKLY	2,653.60	2,820.80	2,984.80	3,152.00	3,318.40	
	ANNUAL*	69,206	73,566	77,844	82,204	86,544	
Y	HOURLY	33.43	35.53	37.61	39.71	41.80	OVER 28
	BIWEEKLY	2,674.40	2,842.40	3,008.80	3,176.80	3,344.00	
	ANNUAL*	69,748	74,130	78,470	82,851	87,212	

\* Approximate annual rate is derived by multiplying the biweekly rate by 26.08 and rounding to the nearest dollar.

PAY SCALE GROUP CP35 COMMONWEALTH OF PENNSYLVANIA  
 Capitol Police Lieutenant CAPITOL POLICE PAY SCHEDULE  
 EFFECTIVE JULY 1, 2018  
 PAY SCALE TYPE CP

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
A	HOURLY	28.99	30.81	32.61	34.43	36.25	1-5
	BIWEEKLY	2,319.20	2,464.80	2,608.80	2,754.40	2,900.00	
	ANNUAL*	60,485	64,282	68,038	71,835	75,632	
B	HOURLY	30.44	32.35	34.24	36.15	38.06	OVER 5
	BIWEEKLY	2,435.20	2,588.00	2,739.20	2,892.00	3,044.80	
	ANNUAL*	63,510	67,495	71,438	75,423	79,408	
C	HOURLY	30.73	32.66	34.57	36.50	38.43	OVER 6
	BIWEEKLY	2,458.40	2,612.80	2,765.60	2,920.00	3,074.40	
	ANNUAL*	64,115	68,142	72,127	76,154	80,180	
D	HOURLY	31.02	32.97	34.89	36.84	38.79	OVER 7
	BIWEEKLY	2,481.60	2,637.60	2,791.20	2,947.20	3,103.20	
	ANNUAL*	64,720	68,789	72,794	76,863	80,931	
E	HOURLY	31.31	33.27	35.22	37.18	39.15	OVER 8
	BIWEEKLY	2,504.80	2,661.60	2,817.60	2,974.40	3,132.00	
	ANNUAL*	65,325	69,415	73,483	77,572	81,683	
F	HOURLY	31.60	33.58	35.54	37.53	39.51	OVER 9
	BIWEEKLY	2,528.00	2,686.40	2,843.20	3,002.40	3,160.80	
	ANNUAL*	65,930	70,061	74,151	78,303	82,434	
G	HOURLY	31.89	33.89	35.87	37.87	39.88	OVER 10
	BIWEEKLY	2,551.20	2,711.20	2,869.60	3,029.60	3,190.40	
	ANNUAL*	66,535	70,708	74,839	79,012	83,206	
H	HOURLY	32.18	34.20	36.20	38.22	40.24	OVER 11
	BIWEEKLY	2,574.40	2,736.00	2,896.00	3,057.60	3,219.20	
	ANNUAL*	67,140	71,355	75,528	79,742	83,957	
I	HOURLY	32.47	34.51	36.52	38.56	40.60	OVER 12
	BIWEEKLY	2,597.60	2,760.80	2,921.60	3,084.80	3,248.00	
	ANNUAL*	67,745	72,002	76,195	80,452	84,708	
J	HOURLY	32.76	34.82	36.85	38.91	40.96	OVER 13
	BIWEEKLY	2,620.80	2,785.60	2,948.00	3,112.80	3,276.80	
	ANNUAL*	68,350	72,648	76,884	81,182	85,459	
K	HOURLY	33.05	35.12	37.18	39.25	41.33	OVER 14
	BIWEEKLY	2,644.00	2,809.60	2,974.40	3,140.00	3,306.40	
	ANNUAL*	68,956	73,274	77,572	81,891	86,231	
L	HOURLY	33.34	35.43	37.50	39.59	41.69	OVER 15
	BIWEEKLY	2,667.20	2,834.40	3,000.00	3,167.20	3,335.20	
	ANNUAL*	69,561	73,921	78,240	82,601	86,982	
M	HOURLY	33.63	35.74	37.83	39.94	42.05	OVER 16
	BIWEEKLY	2,690.40	2,859.20	3,026.40	3,195.20	3,364.00	
	ANNUAL*	70,166	74,568	78,929	83,331	87,733	

PAY SCALE GROUP CP35 COMMONWEALTH OF PENNSYLVANIA  
 Capitol Police Lieutenant CAPITOL POLICE PAY SCHEDULE  
 EFFECTIVE JULY 1, 2018  
 PAY SCALE TYPE CP

LONGEVITY LEVEL		STEP A	STEP B	STEP C	STEP D	STEP E	YEARS OF SERVICE
N	HOURLY	33.92	36.05	38.15	40.28	42.41	OVER 17
	BIWEEKLY	2,713.60	2,884.00	3,052.00	3,222.40	3,392.80	
	ANNUAL*	70,771	75,215	79,596	84,040	88,484	
O	HOURLY	34.21	36.36	38.48	40.63	42.78	OVER 18
	BIWEEKLY	2,736.80	2,908.80	3,078.40	3,250.40	3,422.40	
	ANNUAL*	71,376	75,862	80,285	84,770	89,256	
P	HOURLY	34.50	36.66	38.81	40.97	43.14	OVER 19
	BIWEEKLY	2,760.00	2,932.80	3,104.80	3,277.60	3,451.20	
	ANNUAL*	71,981	76,487	80,973	85,480	90,007	
Q	HOURLY	34.79	36.97	39.13	41.32	43.50	OVER 20
	BIWEEKLY	2,783.20	2,957.60	3,130.40	3,305.60	3,480.00	
	ANNUAL*	72,586	77,134	81,641	86,210	90,758	
R	HOURLY	35.08	37.28	39.46	41.66	43.86	OVER 21
	BIWEEKLY	2,806.40	2,982.40	3,156.80	3,332.80	3,508.80	
	ANNUAL*	73,191	77,781	82,329	86,919	91,510	
S	HOURLY	35.37	37.59	39.78	42.00	44.23	OVER 22
	BIWEEKLY	2,829.60	3,007.20	3,182.40	3,360.00	3,538.40	
	ANNUAL*	73,796	78,428	82,997	87,629	92,281	
T	HOURLY	35.66	37.90	40.11	42.35	44.59	OVER 23
	BIWEEKLY	2,852.80	3,032.00	3,208.80	3,388.00	3,567.20	
	ANNUAL*	74,401	79,075	83,686	88,359	93,033	
U	HOURLY	35.95	38.20	40.44	42.69	44.95	OVER 24
	BIWEEKLY	2,876.00	3,056.00	3,235.20	3,415.20	3,596.00	
	ANNUAL*	75,006	79,700	84,374	89,068	93,784	
V	HOURLY	36.24	38.51	40.76	43.04	45.31	OVER 25
	BIWEEKLY	2,899.20	3,080.80	3,260.80	3,443.20	3,624.80	
	ANNUAL*	75,611	80,347	85,042	89,799	94,535	
W	HOURLY	36.53	38.82	41.09	43.38	45.68	OVER 26
	BIWEEKLY	2,922.40	3,105.60	3,287.20	3,470.40	3,654.40	
	ANNUAL*	76,216	80,994	85,730	90,508	95,307	
X	HOURLY	36.82	39.13	41.41	43.73	46.04	OVER 27
	BIWEEKLY	2,945.60	3,130.40	3,312.80	3,498.40	3,683.20	
	ANNUAL*	76,821	81,641	86,398	91,238	96,058	
Y	HOURLY	37.11	39.44	41.74	44.07	46.40	OVER 28
	BIWEEKLY	2,968.80	3,155.20	3,339.20	3,525.60	3,712.00	
	ANNUAL*	77,426	82,288	87,086	91,948	96,809	

\* Approximate annual rate is derived by multiplying the biweekly rate by 26.08 and rounding to the nearest dollar.



## **APPENDIX E**

### **ORGANIZATIONAL SENIORITY UNITS**

#### **General Services**

##### **Furloughs and Promotions**

1. Headquarters
2. Each Regional Office (3)

Philadelphia  
Pittsburgh  
Scranton

**APPENDIX F  
CLASSIFICATION TITLES**

<u>CLASS CODE</u>	<u>TITLE</u>
74841	CAPITOL POLICE OFFICER (PATROLMAN)
74842	CAPITOL POLICE OFFICER (CORPORAL)
74843	CAPITOL POLICE OFFICER (SERGEANT)
74844	CAPITOL POLICE OFFICER (LIEUTENANT)