



Office of General Services  
**Business Services Center**

Information Announcement

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# April 2017 Management Confidential 2% Parity Increase

**May 31, 2017**

The Office of the State Comptroller recently released [Payroll Bulletin 1571](#) regarding the April 2017 parity increase for M/C employees. The parity increase will be processed in the paycheck dated June 08, 2017 (Institution) or June 14, 2017 (Administration) for all eligible employees.

**Parity Increase Eligibility Criteria:**

The following employees are eligible to receive the April 2017 2% Parity Increase:

- Employees with a Pay Basis Code of HRY (Grade 600 or 800)
- Employees with a Pay Basis Code of ANN who are in a traineeship (Grade 800)
- Employees with a Pay Basis Code of ANN who are in an NS position (Grade 600)
- Employees with a Pay Basis Code of ANN who are in an NS position (Grade 600) which is equated to a grade (Grade 603- 668)
- Employees with a Pay Basis Code of ANN who are in a graded position (Grade 603 – 668)
- Employees with a Pay Basis Code of CAL who are in a Grade 700 position with Job Code 007979 (Supt Corr Fac)

M/C officers or employees who were promoted or appointed to positions in M/C from positions represented by one of the State's public employee unions effective March 26, 2009 or later, are prohibited from receiving any portion of the increase which causes such officer's or employee's salary to exceed the job rate of the M/C salary grade or equated grade on the April 01, 2016 M/C Salary Schedule increased by the April 01, 2017 2% Parity Increase. Such employees may only receive a partial increase capped at the job rate of their salary grade or equated grade on the April 01, 2016 M/C Salary Schedule increased by the April 01, 2017 2% Parity Increase.

Note: Exceptions to the above may apply if it is determined an employee's salary does not reflect the effect of the general salary increases paid to employees represented by one of the State's public employee unions effective April 01, 2009 or April 01, 2010. Refer to Agency Actions Beginning in Institution Pay Period and or Administration Pay Period 5L for instructions.

**Employees Not Eligible for 2% Parity Increase:**

M/C officers or employees who were promoted or appointed to positions in M/C from positions represented by one of the State's public employee unions effective Mach 26, 2009 or later and whose salary, immediately prior to April 01, 2017 is at or above the job rate of their salary grade or equated salary grade on the April 01, 2016 M/C Salary Schedule increased by the April 01, 2017 2% Parity Increase are not eligible to receive the 2% Parity Increase.

**Exempt or Pending Exempt position employees:**

Per Budget Bulletin D-1135, employees whose position is Exempt or Pending Exempt (Jurisdictional Class 2 or 7) who were appointed or received a salary increase other than a parity payment or prior general salary increase effective on or after the payment effective date March 30, 2017 (Institution) or April 06, 2017 (Administration) via the BDA process or a NS Salary Plan by the Division of Budget (DOB) and whose basic annual salary is at or above \$100,000 will not automatically receive the April 2017 M/C 2% Parity increase and will require additional authorization by the DOB in order to receive the increase. OSC will provide the DOB with a list of employees who will not automatically receive this payment based on the criteria associated with exempt or pending exempt positions. DOB will review the employee records to determine if an employee is eligible and will notify OSC of those employees who should receive the April 2017 M/C 2% Parity Salary Increase.

In addition, per guidance from DOB, employees whose position is NS (Grade 600) or Grade 668 in any jurisdictional class, who are appointed or received a salary increase other than a parity payment or prior general salary increase effective on or after the payment effective date March 30, 2017 (Institution) or April 06,2017 (Administration) via the BDA process or a NS Salary Plan approved by the DOB will not automatically receive the April 2017 M/C 2% Parity Salary Increase and require additional authorization by the DOB in order to receive the increase.

OSC will provide the DOB with a list of employees who will not automatically receive this payment based on the criteria described above. DOB will review the employee records to determine if an employee is eligible and will notify OSC of those employees who should receive M/C April 2017 M/C 2% Parity Salary Increase.

If you have any questions regarding eligibility, please contact the BSC Payroll Unit at [BSCP payrollAdmin@ogs.ny.gov](mailto:BSCP payrollAdmin@ogs.ny.gov) or (518)457-4272.