



# April 2017 Management Confidential Performance Advances

May 31, 2017

The Office of the State Comptroller (OSC) recently released [Payroll Bulletin 1569](#) regarding the April 2017 M/C Performance Advances. The April 2017 Performance Advance will be processed in the paycheck dated June 8, 2017 (Institution), or June 14, 2017 (Administration) for all eligible employees.

## Performance Advances Eligibility Criteria:

The following employees are eligible to receive the April 2017 M/C Performance Advance:

- Employees in graded positions (Grade 603-667) and whose annual salary is below the Job Rate of the employee's grade on the payment effective date based on the 04/01/2016 Retro 2% Salary Schedule
- Employees in NS positions (Grade 600) which are equated to a grade (Grade 603-667) and whose annual salary is below the Job Rate of the employee's grade on the payment effective date based on the 04/01/2016 Retro 2% Salary Schedule
- Employees in NS positions (Grade 600) and Grade 668 positions who appear on a Division of the Budget (DOB) – Labor Relations approved Performance Advance Plan

The above employees are eligible for the April 2017 M/C Performance Advance provided the employee:

- Is in a BU06, position on the payment effective date; and
- Has thirteen (13) complete pay periods in such grade in fiscal year 2016-2017; and
- Has a Pay Basis Code of ANN on the payment effective date; and
- Did not have a withholding recommendation approved by the Division of the Budget.

**Promotion Recalculation:**

Employees who would have been eligible to receive the April 2017 M/C Performance Advance but were promoted to a higher grade in any bargaining unit prior to April 2017 may be eligible for a revised promotion salary (promotion recalculation) provided the employee was not eligible for a performance advance in the higher grade in April 2017.

**Withholding Recommendation:**

If the agency determines the full or partial value of the April 2017 M/C Performance Advance should be withheld from an employee, the agency must request approval from the Division of the Budget as explained in Budget Bulletin D-1135.

**DOB Approved Performance Advance Plan:**

Employees in NS positions (Grade 600) and Grade 668 positions on the payment effective date must appear on a Division of the Budget approved Performance Advance Plan to be eligible to receive the April 2017 M/C Performance Advance.

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.