



Information Announcement

October 2017 CSEA & PEF Performance Advances

September 28, 2017

The Office of the State Comptroller recently released Payroll Bulletins [1592](#) and [1593](#) regarding the October 2017 Performance Advances for CSEA and PEF employees. The details regarding the payment dates and eligibility criteria for these advances and payments are outlined below.

CSEA and PEF Performance Advances will be processed for paychecks dated October 26, 2017(Institution) and November 1, 2017 (Administration).

For CSEA Employees:

Employees in graded positions (Grade 001-025) and NS positions (Grade 600) which are equated to a grade (Grade 001-025) and whose annual salary is below the Job Rate of the employee's grade on the payment effective date based on the 04/01/2017 Salary Schedule are eligible for the October 2017 CSEA Performance Advance provided the employee:

- Is in a BU02, BU03, BU04 or BU47 position on the payment effective date; and
- Has completed one (1) year of service in such grade by 10/01/2017; and
- Has a Pay Basis Code of ANN on the payment effective date; and
- Was rated at least "Satisfactory" or its equivalent on their last rating date; and
- Did not receive a performance advance in April 2017

For PEF Employees:

Employees in graded positions (Grade 001-037) and NS positions (Grade 600) which are equated to a grade (Grade 001-037) and whose annual salary is below the Job Rate of the employee's grade on the payment effective date based on the 04/01/17 Salary Schedule are eligible for the October 2017 PEF Performance Advance provided the employee:

- Is in a BU05 position on the payment effective date; **and**
- Has completed one (1) year of service in such grade by 10/01/17; **and**
- Has a Pay Basis Code of ANN on the payment effective date; **and**
- Was rated at least "Satisfactory" or its equivalent on their last rating date; **and**
- Did not receive a performance advance in April 2017

Tax Information:

These monies are taxable income, will be included in the employee's taxable gross and are subject to all employment taxes and income taxes. Income taxes will be calculated using the employee's current Tax Marital Status and Withholding Allowances on the Update Employee Tax Data page.

For any questions regarding this announcement, please contact the BSC Payroll Unit at BSCP payrollAdmin@ogs.ny.gov or (518) 457-4272.