

CHAPTER 32
PAY DIFFERENTIALS
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CHAPTER 32
PAY DIFFERENTIALS

1. GENERAL INFORMATION.

- a. A pay differential is a premium pay which is paid on a monthly or daily basis. Pay differentials can apply to both uniformed and nonuniformed employees. Pay differentials are a way of recognizing unusual competencies, circumstances, or working conditions which can apply to some or all incumbents in the classification. Pay differentials are typically initiated through the collective bargaining process.
- b. Employees receiving a pay differential for a specialty pay position (e.g., bilingual, motorcycle, paramedic) shall not normally be assigned to other duties. An exception may be made by the appropriate Division commander for a period not to exceed 30 working days. Any extension exceeding 30 days shall be requested by memorandum, through channels, to the appropriate Commissioner for approval.
- c. Removal for Cause. Pay differentials may be subject to removal for cause as outlined in Highway Patrol Manual (HPM) 9.1, Employee Relations Manual, Chapter 14, Removal for Cause from Specialty Pay Positions.
- d. Pay Differential Charts. Refer to Annex A and Annex B to identify Bargaining Unit (BU) pay differentials, eligibility, and pay differential benefits.
- e. Pay differentials requiring initiation by departmental employees or commands are detailed below. For additional information on all pay differentials, including those automatically processed for eligible employees, refer to the appropriate BU, Memorandum of Understanding (MOU), or the California Department of Human Resources (CalHR) website at <http://www.calhr.ca.gov/state-hr-professionals/pages/pay-differentials.aspx>.

2. ADVANCED EDUCATION PAY DIFFERENTIAL.

- a. Eligibility. Officers are eligible for educational incentive pay in accordance with the terms and conditions of the BU 5 MOU. Sergeants and above are eligible in accordance with the state's management and supervisory benefits.
 - (1) Intermediate Educational Incentive Pay. Officers and sergeants shall be eligible to receive an additional 2 1/2 percent increase of their base salary, but no less than \$120 per month, if they meet one of the following conditions:

(a) Possess an Intermediate Peace Officer Standards and Training (POST) Certificate. Refer to General Order (GO) 70.14, Commission on Peace Officer Standards and Training Course Certification and Certificate Issuance, for certificate requirements.

(b) Possess an associate degree.

(c) Four years of law enforcement experience and possess a minimum of 25 semester units.

(d) Six years of law enforcement experience and possess a minimum of ten semester units.

(e) Eight years of law enforcement experience.

(2) Advanced Educational Incentive Pay. Officers and sergeants shall be eligible to receive an additional 5 percent of their base salary, but no less than \$240 per month, if they meet one of the following conditions:

(a) Possess a POST Advanced Certificate. Refer to GO 70.14 for certificate requirements.

(b) Possess a bachelor's degree.

(c) Nine years of law enforcement experience and possess a minimum of 25 semester units.

(d) Twelve years of law enforcement experience and possess a minimum of ten semester units.

(3) Managerial Educational Incentive Pay. Lieutenants and above who possess a bachelor's degree shall be eligible to receive an additional \$100 per month. Lieutenants and above who possess a master's degree shall be eligible to receive an additional \$200 per month.

(4) These pay differentials are noncumulative; employees are eligible to receive one or the other, but not both.

(5) A sergeant promoting to a lieutenant possessing a bachelor's or master's degree shall submit a new CHP 74, Educational Incentive Pay Application, prior to the promotional date to avoid a break in advanced education pay.

b. Definitions.

(1) Experience. Law enforcement experience is calculated from the date an employee was granted full-time paid peace officer status and is contingent upon verification by the Academy, Accreditation Unit (AAU).

(2) Education. Education used to meet the requirements must have been awarded by and recorded on the transcripts of a college or university accredited by a national or regional accrediting body that is recognized by the United States Secretary of Education.

(a) The educational requirements listed reflect a 20-unit reduction from previous requirements. This is due to a blanket credit of 20 unofficial units granted to all uniformed employees upon completion of the CHP Academy training. Therefore, official units awarded by American River College or Riverside Community College for completion of the CHP Academy will not be accepted toward the remaining balance of required units.

(b) Units earned from military service/training will only be accepted if they have been converted to units through an accredited college and are reflected on a transcript issued by the converting college.

(c) Continuing education units are not official and will not be accepted.

(d) Units are calculated in semester units. Quarter units are acceptable; however, they must be converted to semester units by multiplying the total quarter units awarded by 0.667.

c. Request for Educational Incentive Pay.

(1) Uniformed employees applying for educational incentive pay shall complete a CHP 74. Employees shall ensure the application is legible, complete, and accompanied by the proper qualifying documentation. The qualifying documents shall be attached to the CHP 74 and submitted as a package to the Academy, AAU.

(a) The following documentation will be accepted as proof of eligibility:

1 Photocopy of Intermediate or POST Advanced Certificate, as appropriate.

2 Photocopy of the college degree.

3 Photocopy of transcripts from the accredited college or university stating the appropriate degree and/or educational units have been awarded. Photocopies of official transcripts are preferred; however, unofficial transcripts may be accepted if the name of the college, student, and credits awarded are clearly identifiable. If units were awarded by multiple colleges, multiple transcripts must be submitted. Units identified as transfer units on transcripts will not be accepted. Those providing transcripts for the purpose of verifying a degree only need to submit transcripts from the college that awarded the degree.

(b) Copies of POST certificates and educational verification documents are not kept on file at the Academy and must be resubmitted with each new CHP 74.

(c) Upgrades from intermediate educational incentive pay to advanced educational incentive pay are not automatic. A new CHP 74 must be completed and forwarded to the Academy to begin receiving the increased pay differential.

d. Approval and Notifications.

(1) Employees should receive a receipt via e-mail acknowledging their application was received by the Academy, AAU. If a receipt is not received by the employee, it is the employee's responsibility to correct the discrepancy.

(2) The Academy, AAU, will review the CHP 74 and supporting documentation to determine eligibility and level of incentive pay. Approved applications will be forwarded to Human Resources Section (HRS), Personnel Transactions Unit (PTU).

(3) Employees shall begin receiving the differential pay in the pay period following the month in which the CHP 74 was approved. For example, if the CHP 74 was approved 01/05/25, the incentive pay would be effective 02/01/25 and reflected on the pay warrant dated 03/01/25.

(4) Applications denied by the Academy, AAU, will be returned to the employee through channels, accompanied by a coversheet explaining the reason for denial.

(5) Questions regarding educational incentive pay should be directed to the Academy, AAU, at (916) 309-6350.

3. ARDUOUS PAY DIFFERENTIAL—EMPLOYEES EXEMPT FROM FAIR LABOR STANDARDS ACT—WORK WEEK GROUPS E AND SE.

- a. Eligibility. Employees in Work Week Groups (WWG) E and SE are exempt from the Fair Labor Standards Act (FLSA). Refer to HPM 10.3, Personnel Transactions Manual, Chapter 28, Attendance Reporting, Annex A.
- b. Represented Employees. Represented employees in WWG E and SE should refer to the appropriate MOU.
- c. Excluded Employees. At the discretion of the appointing authority, excluded employees in WWG E and SE shall be eligible to receive an arduous pay differential for performing arduous work that exceeds the normal demands of state service employment. Excluded employees (except Career Executive Assignments and employees exempt from civil service, unless performing work in response to an emergency declared by the Governor) are eligible for the pay differential for up to four months per fiscal year (or per event for emergencies involving loss of life or property). **All of the following conditions must be met in order to apply this pay differential:**

(1) Appropriate Duties. The duties and responsibilities may not include work that is covered by the provisions of FLSA.

(2) Nonnegotiable Deadline for Extreme Urgency. The work must have a deadline or completion date that cannot be controlled by the employee or their supervisor or must constitute an extreme urgency. The deadline or extreme urgency must impose upon the employee an immediate and urgent demand for their work that cannot be avoided or mitigated by planning, rescheduling, postponement, rearrangement of work, or modification of the deadline.

(3) Work Exceeds Normal Work Hours and Normal Productivity. The work must be extraordinarily demanding and time-consuming, and of a nature that significantly exceeds the normal work week and work productivity expectations of the employee's work assignment. Employees who are excluded from FLSA are expected to work variable work schedules, as necessary, to meet the demands of the job. They may regularly be required to work more than 40 hours per week to complete their work. This pay differential is not intended for employees who regularly or occasionally work in excess of the normal work week to meet normal workload demands. It is intended where, in addition to working a significant number of hours in excess of the normal work week, there is a demand for and achievement of greater productivity or result.

(4) Work is Unavoidable. The work must be of a nature that it cannot be postponed, redistributed, modified, reassigned, or otherwise changed in any way to provide relief.

(5) Work Involves Extremely Heavy Workload. The work is of a nature that it cannot be organized or planned to enable time off in exchange for the extra hours worked. The absence from work would cause difficulty or hardship on others and would result in other critical work not being completed (e.g., in an emergency involving extreme health, safety and/or cost consequence, an employee may be required to work evenings and weekends for several weeks, averaging more hours of work than can be scheduled/arranged for time off). Occasional heavy workload of less than 14 days in duration would not normally satisfy this requirement because time off can be arranged as compensation for this demand.

(6) No Other Compensation. An employee receiving the pay differential is not eligible for any other additional compensation for the type and nature of the above-described work.

(7) Circumstances that Support this Pay Differential Must be Documented. The Department must maintain records of the employees and amounts paid in each pay period, and a brief description of the circumstances for which the differential was provided. These records will be maintained by HRS.

d. Request for Arduous Pay. The Department is delegated responsibility for the review and approval of payment. The review should occur after the work is completed to ensure that all of the conditions that warrant the pay differential were present. Application of the pay differential provisions is subject to audit or review by CalHR as necessary.

(1) Commanders shall submit a memorandum requesting arduous pay for their employee(s), through channels, to the appropriate Commissioner. The memorandum shall contain each employee's name, classification, departmental ID number, dates/hours worked, and the conditions that warrant the arduous pay. The commander shall indicate that all the required conditions were met.

(2) The Commissioner will approve/deny the request and notify the command. If approved, the appropriate Commissioner's office will notify HRS and forward the command's memorandum. Affected employees shall enter the appropriate time on the CHP 71, Attendance Report, and enter "Arduous Pay" in the "Remarks" section of the form.

4. BILINGUAL PAY DIFFERENTIAL.

a. The state Bilingual Pay Program provides a monthly payment for positions which require employees to use their bilingual skills on a continuing basis averaging at least ten percent of the time. Only **certified** bilingual employees shall use their bilingual skills for conversation, interpretation, or translation as needed by the Department.

b. The Department-certified bilingual program includes, but is not limited to, the following languages: Cantonese/Chinese, Farsi, Hindi, Mandarin/Chinese, Punjabi, Spanish, Russian/Slavic, and Vietnamese. To receive bilingual pay, the employee must be certified bilingual in the language required.

c. Represented Employees. Represented employees should refer to the appropriate MOU.

d. Officers, Public Safety Operators/Dispatchers, and Motor Carrier Specialist I's.

(1) The BU 5 and BU 7 MOUs provide bilingual pay to eligible officers, Public Safety Operators/Dispatchers (PSO/PSD) and Motor Carrier Specialist (MCS) I's who are assigned to commands with positions designated by the Department as requiring bilingual services. Commands identified by the Department requiring bilingual services are listed under the Equal Opportunity and Access Section (EOAS) CHP Intranet site. For bilingual services assignments, refer to GO 10.7, Field and Headquarters Assignments and Transfers Uniformed Employees.

(2) It is not necessary for eligible employees in these classifications to meet the 10 percent usage criterion. Refer to the BU 5 and BU 7 MOUs for specific provisions.

(3) Officers, PSOs/PSDs, and MCS I's assigned to commands that are not listed under the EOAS CHP Intranet site, may qualify for the pay under the 10 percent usage criterion in paragraph 4.g.

e. Sergeants and Public Safety Dispatch Supervisors. Sergeants and PSD supervisors are eligible for bilingual pay under the provisions provided in the BU 5 and BU 7 MOUs, paragraph 4.d., or the 10 percent criterion in paragraph 4.g.

f. Definition of a Bilingual Pay Position.

(1) A bilingual position, for pay purposes, requires the use of a bilingual skill on a continuing basis averaging 10 percent of the time. Employees continually using their bilingual skills 10 percent or more of the time will be eligible whether they are used in a conversational, interpretational, or

translational setting. In order to receive the bilingual pay, the position must be approved by the Department.

(2) The position must be in a work setting that requires the use of a bilingual skill to meet the needs of the public in either of the following:

(a) A direct public contact position.

(b) A position utilized to perform interpretation, translation, or specialized bilingual activities for the Department and its clients.

g. Determining Bilingual Positions for Pay Purposes.

(1) Where organizationally feasible, bilingual responsibilities are to be centralized in as few positions as possible. Commanders must ensure that bilingual pay positions clearly meet the required standards through a position audit. The following form should be used to conduct the audit:

(a) CHP 9, Daily Bilingual Usage Audit, to record every transaction requiring the use of bilingual skill whether the position being audited is a uniformed or nonuniformed position.

(2) Commanders are responsible for ensuring established office and Commercial Vehicle Enforcement Facility bilingual positions are audited for bilingual pay determination purposes within 90 days following an assignment to such a position. Individual employees not assigned to an authorized bilingual position, but who believe their current position meets the 10 percent requirement, may request the position be audited for bilingual pay determination purposes. The request must be in writing to the employee's immediate supervisor, who will forward the request to the commander. The commander will ensure an audit is conducted within 90 days of receipt of the request and the employee is scheduled for a bilingual fluency examination.

(3) Audits for bilingual pay determination shall be conducted for a minimum period of 30 calendar days, which includes Saturdays, Sundays, holidays, and days in which leave credits are reported, including dock.

(4) The determination of the time the employee spends on bilingual transactions includes the actual time spent conversing or interpreting in a second language and closely related activities performed directly in conjunction with the specific bilingual transaction. For example, the time spent calling a tow truck for a non-English speaking disabled motorist would be counted, the time spent pulling a report from the file or completing a form for a non-English speaking person would be counted, and the time spent traveling to a scene to handle a bilingual transaction would be counted.

(5) Using the data collected in the position audit, project the time to determine if bilingual skills are required on an average of 10 percent or more of the time over a 12-month period. Bilingual position authorizations may be granted only if the duties of the positions require bilingual skills an average of 10 percent or more of the time.

h. Request for Bilingual Pay.

(1) Commands must complete an STD. 897, Bilingual Pay Authorization, to request bilingual pay for employees within their command.

(a) On page 1, complete Sections 1-13.F. Sections 13.A. and 13.D. must be signed by the employee and the immediate supervisor. Section 14 will be completed by HRS, PTU.

(b) For employees qualifying for the differential under paragraph 4.g., complete page 2 and attach the appropriate audit forms.

(c) For officers, PSOs/PSDs, and MCS I's qualifying under paragraph 4.d., enter "Per 'BU 5' or 'BU 7' MOU" in Section 15.B. For sergeants and PSD supervisors qualifying under paragraph 4.e., enter "Per 'BU 5' or 'BU 7' MOU Supervisory Benefit." It is not necessary to complete the remaining sections on page 2.

(d) The completed STD. 897, signed by the employee's immediate supervisor, along with any attachments, will be forwarded to HRS, PTU. The employee's eligibility will be verified and, if an audit was performed, it will be reviewed to ensure the 10 percent criterion was met.

(2) Bilingually certified officers initially assigned from the Academy, and officers and sergeants who transfer to a designated bilingual command will automatically receive bilingual pay and be required to perform bilingual services according to the needs of the command. Commands must complete a new STD. 897 for bilingual pay in the new position and forward it to HRS, PTU, for processing. Commands shall notify HRS, PTU, immediately if an officer or sergeant is not willing to perform bilingual services so that bilingual pay will be deleted from their salary payment. Certified bilingual officers and sergeants will be identified on transfer and assignment orders.

(3) Bilingually certified PSOs/PSDs, PSD supervisors, and MCS I's who transfer from a designated bilingual command to another designated bilingual command will continue to receive bilingual pay and be required to perform bilingual services according to the needs of the command. Commands must complete a new STD. 897 for bilingual pay in the new position and forward it to HRS, PTU, for processing. Commands shall notify HRS, PTU, immediately

if the employee is not willing to perform bilingual services so that bilingual pay will be deleted from their salary payment.

(4) Requests for bilingual pay for employees who refill vacant bilingual positions or become eligible after assignment must be submitted on an STD. 897. Replacement employees must also pass a fluency examination.

i. Fluency Examinations.

(1) All employees assigned to an approved bilingual position must qualify in a bilingual fluency examination.

(2) Fluency examinations will be scheduled through the Selection Standards and Examinations Section, Examination Services.

(3) Employees who fail to qualify in a fluency examination may take the examination again after six months have elapsed.

j. Bilingual Compensation.

(1) Status of Employee. A civil service employee in an approved bilingual position may qualify for bilingual pay regardless of status or length of service.

(2) Duration of Bilingual Pay. An employee will receive bilingual pay through the last date the employee uses the bilingual skill prior to the date of transfer, promotion, or change in duties of the position.

(3) Effective Date of Bilingual Pay. Bilingual pay will be effective on the date the STD. 897 is approved by the Department, provided the employee has qualified in a fluency examination and completed an audit if required. Represented employees should refer to their BU MOU.

(4) Notification Required. Commands shall notify HRS, PTU, when a change in duties or assignment affects the eligibility for bilingual pay, or if the employee is not willing to perform bilingual services so that bilingual pay will be deleted from their salary payment. Notification must be submitted to HRS, PTU, no later than the 15th of the month to ensure timely and accurate payment processing.

5. BUSINESS CALLS. Officers who are required by their supervisor or designee to conduct business telephone calls outside their work hours of less than 30 minutes duration shall receive compensation in accordance with the BU 5 MOU.

6. CANINE CARE AND MAINTENANCE PAY.

a. Officers and sergeants assigned full-time to perform the duties of a canine handler shall receive monthly compensation in accordance with the BU 5 MOU. Canine care and maintenance pay is for the care and maintenance of the assigned canine. Canine care and maintenance pay is not specialty pay for the employee and therefore is not subject to removal for cause procedures and is not considered compensation for retirement purposes. Canine care and maintenance pay ensures compliance with all applicable state and federal laws, including but not limited to the FLSA.

b. Commanders shall notify HRS, PTU, via e-mail at PTU@chp.ca.gov when an employee is assigned to canine duty and include the effective dates. The HRS, PTU, shall be notified promptly when an employee is reassigned or removed from canine duty. Notification must be submitted to HRS, PTU, no later than the 15th of the month to ensure timely and accurate payment processing.

7. DETECTIVE INCENTIVE PAY.

a. Officers and sergeants assigned to full-time detective duties and who meet the necessary training requirements outlined in HPM 100.72, Departmental Detective Program Manual, shall receive the monthly compensation in accordance with the BU 5 MOU.

(1) Sergeant Allocation Guidelines.

(a) Sergeant positions shall be allocated based on an 11:1, officer-to-sergeant ratio.

(b) When the officer-to-sergeant ratio exceeds 11:1, an additional sergeant may be authorized. In such cases, the Division must submit a written justification and obtain approval through the Office of Assistant Commissioner, Field, prior to assigning an additional sergeant.

(2) Additional Sergeant Threshold Criteria. A second sergeant position is authorized when the number of officers exceeds 11. For every additional increment of up to 11 officers thereafter, one additional sergeant may be authorized.

(a) Examples: 1-11 officers = 1 sergeant, 12-22 officers = 2 sergeants, and 23-33 officers = 3 sergeants.

b. Commanders shall notify HRS, PTU, via e-mail at PTU@chp.ca.gov when an employee is assigned detective duties and include the effective date. The HRS,

PTU, shall be notified promptly when an employee is no longer eligible for detective pay. Notification must be submitted to HRS, PTU, no later than the 15th of the month to ensure timely and accurate payment processing.

8. INVESTIGATOR PAY.

a. Officers assigned full-time to perform the duties of an investigator who meet or exceed performance standards in all critical tasks on their performance appraisal shall receive monthly compensation in accordance with the BU 5 MOU.

b. Commanders shall notify HRS via e-mail at PTU@chp.ca.gov when an employee is assigned investigator duties and include the effective date. The HRS, PTU, shall be notified promptly when an employee is no longer eligible for investigator pay. Notification must be submitted to HRS, PTU, no later than the 15th of the month to ensure timely and accurate payment processing.

9. MOTORCYCLE PAY.

a. Officers and sergeants identified as motorcycle riders in Category I or Category II, who are assigned motorcycle enforcement duty or to motorcycle instruction duty, shall receive a monthly compensation in accordance with the BU 5 MOU. Assignments to motorcycle duty shall be made in accordance with procedures outlined in HPM 70.10, Departmental Motorcycle Manual.

(1) Category I is classified as presently being capable of performing motorcycle enforcement duties.

(2) Category II is a one-year probationary status and will be assigned a Certified Motorcycle Training Officer for a 30-working-day training period.

b. Commanders shall notify HRS, PTU, via e-mail at PTU@chp.ca.gov and Fiscal Management Section (FMS) via memorandum when an employee is assigned to motorcycle duty, has changes in motorcycle duty status, or is to be removed from motorcycle duty. Notification must be submitted to HRS, PTU, and FMS no later than the 15th of the month to ensure timely and accurate payment processing and shall include the effective date of the action.

10. NIGHT SHIFT PAY.

a. Uniformed Employees. Evening/Swing Shift is four or more hours which fall between 6:00 p.m. and 1:00 a.m. Night/Graveyard Shift is four or more hours which fall between 11:00 p.m. and 6:00 a.m. Refer to Annex C.

(1) Officers and sergeants shall receive Night Shift pay on a day-by-day basis. Employees must work a qualifying shift or be on a paid leave of absence when scheduled to work a qualifying shift to receive compensation in accordance with the BU 5 MOU.

b. Nonuniformed Employees.

(1) Evening Shift is four or more hours which fall between 6:00 p.m. and 12:00 midnight. Night Shift is four or more hours which fall between 12:00 midnight and 6:00 a.m. or a shift, four or more hours of which fall between 6:00 p.m. and 6:00 a.m. Refer to Annex C and Annex D of this manual, or to the appropriate BU MOU for further clarification.

(2) Refer to HPM 10.3, Chapter 28, Annex K, Instructions for Completing the CHP 71, Attendance Report, for reporting procedures.

11. OFFICER-IN-CHARGE PAY. Officers who are assigned to perform the duties of an Officer-In-Charge (OIC) for six hours or more during a shift will receive 7 percent of the daily base salary. Officers shall receive OIC compensation on a day-by-day basis. Refer to the Activity Tracking System (ATS) 415 User Guide for reporting procedures at: SharePoint > ATS (bottom of Home page) > Documents > ATS 415 User Guide v. 2.2.4.2.docx > 4.9.1 Premium Pay (Ctrl+Click) > OIC (Officer in Charge).

12. ON-CALL PAY. Sergeants who are certified by an Area commander and placed on-call for a minimum of ten calendar days within the pay period qualify for on-call pay differential. Commanders shall notify HRS, PTU, via e-mail at PTU@chp.ca.gov with the names of employees that were placed on-call for a minimum of ten calendar days for the work period. Negative reports are required. Notification must be submitted to HRS, PTU, no later than the 10th of the month to ensure timely and accurate payment processing.

13. PARAMEDIC PAY.

a. Officers and sergeants who maintain their paramedic rating/certification shall receive the pay differential in accordance with the BU 5 MOU. Officers who maintain their paramedic rating who are not required to do so by the Department or are assigned to a position that does not require the use of their paramedic skills, shall be responsible for any associated cost with maintaining their certification.

b. Supervisors shall provide e-mail notification to the Office of Air Operations (OAO) at OAO@chp.ca.gov of the names of employees assigned to their office who are currently licensed in California as an Emergency Medical

Technician-Paramedic. A copy of the employee's current paramedic license shall be included with the notification. Notification must be submitted to OAO no later than the 25th of the month to ensure timely and accurate payment processing. After verification, OAO will be responsible for notifying HRS, Transactions Unit, to initiate or remove paramedic specialty pay.

14. SHORT NOTICE COURT CANCELLATION. Bargaining Unit 5 employees shall receive short notice court cancellation pay differential when they are notified or learn that a court appearance has been cancelled less than 24 hours prior to the scheduled appearance, as defined in the BU 5 MOU. An employee is not eligible for the pay differential if the appearance is scheduled and cancelled within the employee's assigned work shift as described in the BU 5 MOU. Refer to the ATS User Guide for reporting procedures at: SharePoint > ATS (bottom of Home page) > Documents > ATS 415 User Guide v. 2.2.4.2.docx > 4.8.1.3 Cancellation Codes Pay (Ctrl+Click) > Short Notice Court Cancellation.

15. REIMBURSABLE SERVICES CONTRACT OVERTIME SHORT NOTICE CANCELLATION. Officers and sergeants whose services are required for a reimbursable service contract, are not regularly scheduled to work, and report to work or are cancelled less than 24 hours prior to the scheduled work detail, shall receive the pay differential as defined in the BU 5 MOU. Refer to the ATS User Guide for reporting procedures at: SharePoint > ATS (bottom of Home page) > Documents > ATS 415 User Guide v. 2.2.4.2.docx > 23.3 Non-RACIAL AND IDENTITY PROFILING ACTIVITY/COMMENTS > g. Bargaining Unit Items > (3) Reimbursable Services Contract Overtime Cancellation.

16. TRAINING OFFICER PAY.

a. Officers of the Department shall receive; while functioning in a field training capacity for a full shift, training pay differential as described in the BU 5 MOU for every day in which the employee meets the following criteria:

(1) Training new employees or retraining existing employees.

(2) Acting as a Certified Motorcycle Training Officer during a Category II training period of newly assigned motorcycle riders or the reassignment evaluation of existing Category I motorcycle riders as described in HPM 70.10.

b. Training Officer pay does not apply to situations where experienced or skilled employees are required to informally impart their knowledge to newly hired or less experienced employees.

c. Training Officer pay shall be made during the following pay period provided certification of eligibility occurs prior to payroll cut-off date. Certification occurring after the deadline date may result in a payment being delayed to the following pay period.

NOTE: Refer to the ATS User Guide for reporting procedures at: SharePoint ➤ ATS (bottom of Home page) ➤ Documents ➤ ATS 415 User Guide v. 2.2.4.2.docx ➤ 4.9.1 Premium Pay (Ctrl+Click) ➤ FTO (Field Training Officer).

17. CALIFORNIA HIGHWAY PATROL FLEET ADMINISTRATION LEAD DIFFERENTIAL.

a. Departmental employees in the classification of Automotive Technician II assigned to a field command, and who act as lead person to oversee the work of two or more journeypersons and subordinates in maintaining a large fleet of law enforcement vehicles, shall receive the differential.

b. Commanders shall notify HRS, PTU, via e-mail at PTU@chp.ca.gov when an employee is acting as a lead person and include the effective date. The HRS, PTU, shall be notified promptly when an employee is no longer performing the lead duties and include the effective date. Notification must be submitted to HRS, PTU, no later than the 15th of the month to ensure timely and accurate payment processing.

18. CARGO TANK INSPECTION DIFFERENTIAL.

a. Departmental employees in the Commercial Vehicle Inspection Specialist classification who pass a CHP-approved Cargo Tank Inspection course and maintain certification by the Department shall be eligible for this pay differential.

b. Commanders shall notify HRS via e-mail at PTU@chp.ca.gov when an employee has passed the Cargo Tank Inspection course and include the effective date. The HRS, PTU, shall be notified promptly when an employee is no longer eligible for the Cargo Tank Inspection Differential and include the effective date. Notification must be submitted to HRS, PTU, no later than the 15th of the month to ensure timely and accurate payment processing.

19. DICTAPHONE PAY.

a. Departmental employees in the classification of Office Assistant (Typing) who are assigned to a position which regularly requires transcription from a Dictaphone

machine shall receive the Dictaphone pay differential. Dictaphone duties must be the primary responsibility and constitute the main assignment in the position.

b. Commanders shall notify HRS, PTU, via e-mail at PTU@chp.ca.gov when an employee is eligible and include the effective date. The notification should include verification that at least 50 percent of the employee's duties require the use of a Dictaphone machine. The HRS, PTU, should be notified promptly when an employee is no longer performing the Dictaphone duties and include the effective date. Notification must be submitted to HRS, PTU, no later than the 15th of the month to ensure timely and accurate payment processing.

20. PASSENGER VEHICLE INSPECTION DIFFERENTIAL.

a. Departmental employees in the Commercial Vehicle Inspection Specialist classification who pass the Passenger Vehicle Inspection exam conducted by the CHP and maintain certification by the Department shall be eligible for this pay differential.

b. Commanders shall notify HRS, PTU, via e-mail at PTU@chp.ca.gov when an employee has passed the Passenger Vehicle Inspection exam and include the effective date. The HRS, PTU, shall be notified promptly when an employee is no longer eligible for the Passenger Vehicle Inspection Differential and include the effective date. Notification must be submitted to HRS, PTU, no later than the 15th of the month to ensure timely and accurate payment processing.

21. PUBLIC SAFETY DISPATCHER-IN-CHARGE. Public Safety Dispatchers who are selected to perform the duties of a PSD-In-Charge shall receive a one-step differential for each hour required to perform the duties. The employee must complete the full hour to receive the differential. If only a half-an-hour is worked as a PSD-In-Charge, the hour shall be rounded down. Refer to HPM 10.3, Chapter 28, Annex K, for reporting procedures.

22. TELEWORK STIPEND. Departmental employees in the eligible BUs shall receive the rate associated with this stipend if they meet the following criteria:

a. An employee shall receive \$50 per month when the Department has an approved telework agreement on file designating the employee as remote centered.

b. An employee shall receive \$25 per month when the Department has an approved telework agreement on file designating the employee as office centered.

NOTE: Commands shall submit their monthly telework reporting spreadsheet for the prior month to HRS via e-mail at 051Telework@chp.ca.gov by the 10th of the month.

23. TRAINING OFFICER PAY—BARGAINING UNIT 7. Departmental employees in the following classifications who train new employees and/or retrain existing employees for a full shift shall receive the pay differential in accordance with the BU 7 MOU. An employee on an alternate work week schedule who trains an employee on an 8-hour day is entitled to the pay differential. Refer to HPM 10.3, Chapter 28, Annex K, for reporting procedures.

- a. Public Safety Operator.
- b. Public Safety Dispatcher.
- c. Motor Carrier Specialist I.

24. UNIFORMED EMPLOYEE SPECIAL PAY REPORT.

a. General.

(1) The Uniformed Employee Special Pay Report will provide uniformed employees with their base salary, total salary, and all special pay differentials that are included in their monthly master pay warrant. Each special pay differential, or combination of special pay differentials, will include the amount and description of the pay. The report **may not** include special pay differentials that are issued to employees through supplemental pay warrants such as paramedic pay, investigator pay, and canine differential pay.

(2) The report will allow uniformed employees to review and certify (with consultation if necessary) that they are receiving the applicable special pay differentials and will give employees the opportunity to document any discrepancies they feel exist within the report. The employee's concerns can then be researched and addressed by HRS, PTU, staff. Access to the Uniformed Employee Special Pay Report application is restricted to allow uniformed employees to query only their own special pay information.

(3) Commanders receive a list annually on June 1st from HRS identifying all uniformed employees in their command who are required to complete a Uniformed Employee Special Pay Report. Commanders shall ensure all uniformed employees on the list log into the Uniformed Employee Special Pay Report application on an annual basis to review and certify the special pay differentials that are included on the employee's master pay warrant. Due to

timing issues, uniformed employees who have recently transferred into a command may not be on the list from HRS. The receiving command shall ensure the transferred employees have reviewed and certified their Uniformed Employee Special Pay Report.

b. Uniformed Employee Special Pay Report Access Instructions. To access the Uniformed Employee Special Pay Report go to the CHP Intranet site ➤ DashBoard Reporting (near the bottom of page) ➤ Reports ➤ Time/Pay ➤ Pay Reports ➤ Uniformed Employee Special Pay.

c. Uniformed Employee Special Pay Report Certification Procedures.

(1) Uniformed Employees. Each uniformed employee shall print the report, review the employee data and special pay differentials, and sign and date the printout indicating the report has been reviewed. The employee shall check the appropriate box indicating concurrence or nonconcurrence with the special pay differentials listed on the report. The hard copy of the report shall be forwarded to the employee's supervisor for review.

(2) Supervisors/Managers. Supervisors/managers shall review each employee's report and attempt to resolve discrepancies noted on the report. If the discrepancies cannot be resolved and they require correction by HRS, PTU, the report shall be forwarded to the commander for review and signature. If supervisors/managers do not agree with the discrepancy the employee has noted, the employee shall be notified by memorandum. A copy of the memorandum shall be attached to the completed report and forwarded to the commander.

(3) Commanders. Commanders shall ensure all uniformed employees in their command have logged into the application and reviewed and certified their report. Commanders shall review, sign, and date each employee's completed special pay report, and forward the original reports to HRS, PTU, by August 1st.

ANNEX A

PAY DIFFERENTIALS—UNIFORMED EMPLOYEES

California Association of Highway Patrolmen, Bargaining Unit #5			
#	PAY DIFFERENTIAL DESCRIPTION	ELIGIBILITY	PAY DIFFERENTIAL BENEFIT
1	Advanced Education Differential	Officer or Sergeant	2.5% per month – Associate’s Degree or Immediate Post 5% per month – Bachelor’s Degree or Advanced Post
14	Bilingual Differential Pay	All Classes	\$125.00 per month.
15	Business Calls	Cadet or Officer	\$10.00
19	Canine Differential Pay	Officer or Sergeant	4% of base salary.
48	8 and One-Half Hour/9 and One-Half Hour Work Day Pay	Officer or Sergeant	6.25% per pay period.
62	Arduous Pay	Excluded employees who are exempt from Fair Labor Standards Act.	An employee may be paid: \$300.00 or \$600.00 or \$900.00 or \$1,200.00 per pay period.
68	Investigator Pay	Officer	\$250.00 per month.
81	Motorcycle Differential Pay	Officer or Sergeant	5% of base salary.
85	Night Shift Pay	Officer or Sergeant	Refer to Annex D for Night Shift pay rates.
88	Officer-In-Charge Pay	Officer	7% of daily base salary.
89	On-Call Differential Pay	Sergeant	\$50.00 per month – Offices with three Sergeants assigned \$75.00 per month – Offices with two or less Sergeants assigned, or Sergeants assigned to Resident Posts
111	Physical Performance Incentive Pay	All Classes	\$65 per pay period = < 60 months uniformed state service \$130 per pay period = > 60 months uniformed state service
167	Senior Pay	Officer or Sergeant	2% of base salary 18 years through 227 months 3% of base salary 19 years through 239 months 4% of base salary 20 years through 251 months 5% of base salary 21 years through 263 months 6% of base salary 22 years through 299 months 8% of base salary 25 years through 323 months 10% of base salary 27 years through 335 months 12% of base salary 28 years through indefinite
168	Short Notice Court Cancellation Pay	Officer	\$50.00 per cancellation.
177	Special Services Compensation	Officer or Sergeant	Minimum of four hours pay at a rate of one and one-half times the hourly base monthly salary rate or a short notice cancellation fee of \$150.00.
184	Training Officer Differential Pay	Officer	7% of daily base salary.
193	Paramedic Pay	Officer or Sergeant	\$200.00 per pay period.
294	Advanced Education Differential	Lieutenant and Above	\$100.00 per month – Bachelor’s Degree \$200.00 per month – Master’s Degree
327	Pre- and Post Shift Work Activities Pay Differential	Officer or Sergeant	3.5% per pay period.
507	Detective Incentive Pay	Officer or Sergeant	\$500 per month.
508	Drug Recognition Evaluators (DRE) Incentive Pay	Officer or Sergeant	\$1500 one-time payment.
509	Resident Post Incentive Pay	Officer or Sergeant	\$600 per month.

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ANNEX B

PAY DIFFERENTIALS—NONUNIFORMED EMPLOYEES

PAY DIFFERENTIALS

Service Employees International Union, Bargaining Unit #1 (Professional, Administrative, Financial and Staff Services)

#	PAY DIFFERENTIAL DESCRIPTION	ELIGIBILITY	PAY DIFFERENTIAL BENEFIT
14	Bilingual Pay	All Classes	\$200 per month.
62	Arduous Pay	Excluded employees who are exempt from FLSA	An employee may be paid: \$300 or \$600 or \$900 or \$1,200 per pay period.
85	Night Shift Pay	All Classes	Refer to Annex D for Night Shift pay rates.
240	Annual Recruitment and Retention	Personnel Specialist/ Supervisor Series	\$2,400 annually for 12 or more qualifying pay periods. \$3,000 annually for 24 or more qualifying pay periods. \$3,600 annually for 36 or more qualifying pay periods. \$4,800 annually for 48 or more qualifying pay periods.
441	Geographic Recruitment and Retention Pay	All Classes	\$250 per month for employees whose worksite is located in Orange, Santa Barbara, Santa Cruz or San Luis Obispo counties.
453	Telework Stipend	All Classes	\$25 per month for office-centered employees. \$50 per month for remote-centered employees.

California Attorneys, Administrative Law Judges and Hearing Officers in State Employment, Bargaining Unit #2 (Attorneys and Hearing Officers)

#	PAY DIFFERENTIAL DESCRIPTION	ELIGIBILITY	PAY DIFFERENTIAL BENEFIT
14	Bilingual Pay	All Classes	\$200 per month.
453	Telework Stipend	All Classes	\$25 per month for office-centered employees. \$50 per month for remote-centered employees.

Service Employees International Union, Bargaining Unit #4 (Office and Allied)

#	PAY DIFFERENTIAL DESCRIPTION	ELIGIBILITY	PAY DIFFERENTIAL BENEFIT
14	Bilingual Pay	All Classes	\$200 per month.
40	Dictaphone Pay	Office Assistant (Typing)	\$74.00 per month.
85	Night Shift Pay	All Classes	Refer to Annex D for Night Shift pay rates.
441	Geographic Recruitment and Retention Pay	All Classes	\$250 per month for employees whose worksite is located in Orange, Santa Barbara, Santa Cruz or San Luis Obispo counties.
453	Telework Stipend	All Classes	\$25 per month for office-centered employees. \$50 per month for remote-centered employees.

ANNEX B

PAY DIFFERENTIALS—NONUNIFORMED EMPLOYEES (continued)

<u>PAY DIFFERENTIALS</u>			
California Statewide Law Enforcement Association, Bargaining Unit #7 (Protective Services and Public Safety)			
#	PAY DIFFERENTIAL DESCRIPTION	ELIGIBILITY	PAY DIFFERENTIAL BENEFIT
14	Bilingual Pay	All Classes	\$200 per month.
37	Public Safety Dispatcher-In-Charge	Public Safety Dispatcher	One-step differential for each hour.
62	Arduous Pay	Excluded Employees who are exempt from FLSA	An employee may be paid: \$300 or \$600 or \$900 or \$1,200 per pay period.
85	Night Shift Pay	All Classes	Refer to Annex D for Night Shift pay rates.
187	Training Officer Pay	Public Safety Operator, Public Safety Dispatcher, Motor Carrier Specialist I	One-step differential for each hour.
205	Annual Recruitment and Retention Pay	Public Safety Operator, Public Safety Dispatcher, Public Safety Dispatch Supervisor I/II	\$300 per month for assignment to Barstow Communications Center, Capitol Communications Center, Chico Communications Center, Fresno Communications Center, Humboldt Communications Center, Indio Communications Center, Monterey Communications Center Sacramento Communications Center, San Luis Obispo Communications Center, Ventura Communications Center, and Ukiah Communications Center. \$750 per month for assignment to Border Communications Center, Golden Gate Communications Center, Los Angeles Communications Center, and Orange County Communications Center.
245	Longevity Pay	All Classes	2% of base salary for 17 or more years.
453	Telework Stipend	All Classes	\$25 per month for office-centered employees. \$50 per month for remote-centered employees.
Professional Engineers in California Government, Bargaining Unit #9 (Professional Engineers)			
#	PAY DIFFERENTIAL DESCRIPTION	ELIGIBILITY	PAY DIFFERENTIAL BENEFIT
14	Bilingual Pay	All Classes	\$200.00 per month.
62	Arduous Pay	Excluded employees who are exempt from FLSA	An employee may be paid: \$300 or \$600 or \$900 or \$1,200 per pay period.
85	Night Shift Pay	All Classes	Refer to Annex D for Night Shift pay rates.
261	Recruitment and Retention Pay	Automotive Equipment Standards Engineer	\$200 per month.
433	Longevity Pay	All Classes	2% of base salary for 17 years. 3% of base salary for 18 years. 4% of base salary for 19 years. 5.5% of base salary for 20 or more years. The above percentages are noncumulative.
453	Telework Stipend	All Classes	\$25 per month for office-centered employees. \$50 per month for remote-centered employees.

ANNEX B

PAY DIFFERENTIALS—NONUNIFORMED EMPLOYEES *(continued)*

<u>PAY DIFFERENTIALS</u>			
International Union of Operating Engineers, Bargaining Unit #12 (Craft and Maintenance)			
#	PAY DIFFERENTIAL DESCRIPTION	ELIGIBILITY	PAY DIFFERENTIAL BENEFIT
14	Bilingual Pay	All Classes	\$100 per month.
33	Commercial Driver's License Class A or B Pay	Telecommunication Facilities Technician I/II	5% of base salary.
85	Night Shift Pay	All Classes	Refer to Annex D for Night Shift pay rates.
235	CHP Fleet Administration Lead Pay	Automotive Technician II	5% of base salary.
246	CHP Fleet Administration Field and Protective Service Division Pay	Automotive Technician I	9.87% of base salary.
262	Annual Recruitment and Retention – Automotive-related Classes (Location Specific)	Automobile Mechanic Automotive Tech I Automotive Tech II Lead Automobile Mechanic Lead Motorcycle Mechanic Motorcycle Mechanic	\$150.00 per pay period for specified locations.
409	Recruitment and Retention Pay	All Classes	5% of base salary for each qualifying pay period for employees who are designated a headquarters and work in Alameda, Contra Costa, Marin, Monterey, Napa, San Francisco, San Joaquin, San Mateo, Santa Clara, Santa Cruz, Solano, and Sonoma counties.
449	Passenger Vehicle Inspection Pay	Commercial Vehicle Inspection Specialist	\$200 per month.
453	Telework Stipend	All Classes	\$25 per month for office-centered employees. \$50 per month for remote-centered employees.
471	Workforce Stability Stipend	All Classes	\$100 for each qualifying pay period (paid semi-annually).
472	Cargo Tank Inspection Pay	Commercial Vehicle Inspection Specialist	\$200 per month.
International Union of Operating Engineers, Bargaining Unit #13 (Stationary Engineers)			
#	PAY DIFFERENTIAL DESCRIPTION	ELIGIBILITY	PAY DIFFERENTIAL BENEFIT
14	Bilingual Pay	All Classes	\$100 per month.
85	Night Shift Pay	All Classes	Refer to Annex D for Night Shift pay rates.
409	Recruitment and Retention Pay	All Classes	5% of base salary for each qualifying pay period for employees who are designated a headquarters and work in Alameda, Contra Costa, Marin, Monterey, Napa, San Francisco, San Joaquin, San Mateo, Santa Clara, Santa Cruz, Solano, and Sonoma counties.
453	Telework Stipend	All Classes	\$25 per month for office-centered employees. \$50 per month for remote-centered employees.
456	Workforce Stability Stipend	All Classes	\$125 per qualifying pay period (paid semi-annually).

ANNEX B

PAY DIFFERENTIALS—NONUNIFORMED EMPLOYEES (continued)

PAY DIFFERENTIALS

**Service Employees International Union, Bargaining Unit #14
(Printing and Allied Trades)**

#	PAY DIFFERENTIAL DESCRIPTION	ELIGIBILITY	PAY DIFFERENTIAL BENEFIT
14	Bilingual Pay	All Classes	\$200 per month.
85	Night Shift Pay	All Classes	Refer to Annex D for Night Shift pay rates.
441	Geographic Recruitment and Retention Pay	All Classes	\$250 per month for employees whose worksite is located in Orange, Santa Barbara, Santa Cruz or San Luis Obispo counties.
453	Telework Stipend	All Classes	\$25 per month for office-centered employees. \$50 per month for remote-centered employees.

**Service Employees International Union, Bargaining Unit #15
(Allied Services)**

#	PAY DIFFERENTIAL DESCRIPTION	ELIGIBILITY	PAY DIFFERENTIAL BENEFIT
14	Bilingual Pay	All Classes	\$200 per month.
85	Night Shift Pay	All Classes	Refer to Annex D for Night Shift pay rates.
441	Geographic Recruitment and Retention Pay	All Classes	\$250 per month for employees whose worksite is located in Orange, Santa Barbara, Santa Cruz or San Luis Obispo counties.
489	Staged Pay Differential	Cook Specialist I/II, Food Service Technician I/II, Food Manager, Supervising Cook I	2% of base salary after passing probation. 3% after completion of working 12 month (total 5%) 1.5% after completion of working in the eligible class for 24 months (total 6.5%).

**Union of American Physicians and Dentists, Bargaining Unit #16
(Physicians, Dentists, and Podiatrists)**

#	PAY DIFFERENTIAL DESCRIPTION	ELIGIBILITY	PAY DIFFERENTIAL BENEFIT
14	Bilingual Pay	All Classes	\$200 per month.
480	Continuing Medical Education Pay	Positions requiring employee to maintain licensure and board certification	\$2,500 annual payment.

**Service Employees International Union, Bargaining Unit #20
(Medical and Social Services)**

#	PAY DIFFERENTIAL DESCRIPTION	ELIGIBILITY	PAY DIFFERENTIAL BENEFIT
14	Bilingual Pay	All Classes	\$200 per month.
85	Night Shift Pay	All Classes	Refer to Annex D for Night Shift pay rates.
453	Telework Stipend	All Classes	\$25 per month for office-centered employees. \$50 per month for remote-centered employees.

ANNEX C

NIGHT SHIFT DIFFERENTIAL RATE CHART

CB/ID	Effective Date	Evening	Night	Reg. Pay/ Reg. OT	Prem. OT	Monthly
R01, R03, R21,R04 Except Seasonal Clerks	01/01/90	X	X	\$.40 .50	\$.60 .75	\$ 69.33 86.67
Seasonal Clerks	11/02/10	X	X	.45 .55	.68 .83	78.00 95.34
R05	07/01/08	X	X	1.00 1.50	1.50 2.25	173.33 260.00
S05	07/01/08	X	X	1.00 1.50	1.50 2.25	173.33 260.00
R07 and Unit 07 Excluded Classes as authorized in MOU Section 19.15	10/01/23		X*	1.75	2.63	303.33
R09	01/01/90	X	X	1.80 2.00	2.70 3.00	311.99 346.66
Unit 09 Excluded Classes	07/01/15	X	X	1.85 2.05	2.78 3.08	320.66 355.33
R10	10/01/24	X	X	1.50	2.25	260.00
R11	01/01/90	X	X	.40 .50	.60 .75	69.33 86.67
R12 and Unit 12 Excluded Classes	07/01/23	X	X	1.50 2.50	2.25 3.75	260.00 433.33
R13 Unit 13 Excluded Classes	01/01/91 03/01/91	X	X	1.00 2.00	1.50 3.00	173.33 346.66
Excluded Printing Trade Classes**	01/01/90		X*	.50	.75	86.67
R15	01/01/91		X*	.50	.75	86.67
Unit 15 Excluded	10/01/92		X*	.50	.75	86.67
R20	01/01/90	X	X	.40 .50	.60 .75	69.33 86.67
C,E,M,S ****Excluded (Except Excluded Correctional, Excluded Unit 7, Unit 9, Unit 15, Unit 18, Nursing Classes, Stationary Engineers, Printing Trade Classes, and S05-see above).	01/01/91	X	X	.45 .55	.68 .83	78.00 95.34

* Applies to employees who work four or more hours between 6 p.m. and 6 a.m., and in accordance with the applicable MOU.

** Applies only to Non-Office of State Printing Plant classes.

**** Associate Printing Plant Superintendent: \$249 per month (Evening Shift); \$308 per month (Night Shift).

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ANNEX D

NIGHT SHIFT DIFFERENTIAL RATE CHART—BARGAINING UNIT 14

NIGHT-SHIFT DIFFERENTIAL - UNIT 14 AND EXCLUDED EMPLOYEES					
Established: 03/02/95 Revised: 02/01/00; 05/01/02					
CLASS TITLE	CLASS CODE	CB/ID	RATE		DEPARTMENT
			Evening Shift Monthly Rate	Night Shift Monthly Rate	
Rank and File:					
All Unit 14 Classes (See below * and **)	Various	R14	8% of ee's sal	10% of ee's sal	All Departments
Excluded:					
Senior Printing Trades Specialist (General)****	1519	S14	8% of ee's sal	10% of ee's sal	Office of State Publishing
RATE			EARNINGS ID		
8% Monthly			8PRE		
8% Hourly			8PEH		
10% Monthly			8PRN		
10% Hourly			8PNH		
Employees Receiving M 1000 Skill Differential and Shift Pay			AE		
CRITERIA					
Definition of Shift					
Evening:	A Shift, four or more hours of which fall between 5 p.m. and 11 p.m.				
Night:	A Shift, four or more hours of which fall between midnight and 6 a.m.				
Shift Differential:	8% - Evening Shift, 10% - Night Shift				
IF APPLICABLE, SHOULD PAY DIFFERENTIAL BE:					
PRO RATED			Yes		
SUBJECT TO QUALIFYING PAY PERIOD			Yes		
ALL TIME BASES AND TENURE ELIGIBLE			Yes		
SUBJECT TO PERS DEDUCTION			Yes		
INCLUSION IN RATE TO CALCULATE THE FOLLOWING BENEFIT PAY					
OVERTIME			Yes		
IDL			Yes		
EIDL			N/A		
NDI			Yes		
LUMP SUM VACATION			Yes		
LUMP SUM SICK			Yes		
LUMP SUM EXTRA			Yes		
<p>* Effective 2/1/00, employees who are eligible to receive the Sheetfed Offset Press Operator II Differential – Unit 14 (Pay Differential 201) shall receive their shift differential based on the combined total rate. (Base salary plus pay differential.)</p> <p>** Effective 10/01/99, Webfed Offset Press Operators III and IV who are eligible to receive the M 1000 Skill Differential (Pay Differential 192) shall receive their shift differential on the combined total rate (base salary plus Pay Differential 192).</p> <p>*** Effective June 1, 1995</p>					

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