GOVERNMENT OF THE DISTRICT OF COLUMBIA
D.C. Department of Human Resources

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District Personnel Manual Issuance System

E-DPM Bulletin No. 11B-74 & 19-12

SUBJECT: Limitations on *Special Awards Pay* and *Bonus Pay – REVISED*

Date: October 22, 2012

NOTE: This Electronic-District Personnel Manual (E-DPM) bulletin supersedes E-DPM Bulletin No. 11B-73 & 19-11, Limitations on *Special Awards Pay* and *Bonus Pay*, dated October 16, 2012, for the purpose of correcting a typographical error in item no. 3(a)(6).

1. Authority

Subtitle A – Bonus and Special Pay Limitation, Title I of the Fiscal Year 2013 Budget Support Act of 2012 (Act), effective September 20, 2012 (D.C. Law 19-168).

2. Purpose

The purpose of this Electronic-District Personnel Manual (E-DPM) Bulletin is to inform subordinate agencies of the limitations on specific categories of special awards pay or bonus pay in fiscal year 2013. The limitations are the result of provisions contained in the Fiscal Year 2013 Budget Support Act of 2012.

3. Provisions of the Act

a. The Act provides that *no funds shall be used to support the categories of special awards pay or bonus pay for fiscal year 2013; provided that funds may be used to pay*:

(1) Retirement awards;

(2) Hiring bonuses for difficult-to-fill positions;

(3) Additional income allowances for difficult-to-fill positions;

Note: E-DPM bulletins that are strictly procedural in nature have direct applicability only to agencies and employees under the personnel authority of the Mayor. Other personnel authorities or independent agencies may adopt any or all of these procedures or guidance materials for agencies and employees under their respective jurisdictions.

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(4) Agency awards or bonuses funded by private grants or donations;

(5) Safe driving awards;

(6) Gainsharing incentives in the Department of Public Works;

(7) Suggestion or invention awards; or

(8) Any other award or bonus required by an existing contract or collective bargaining agreement that was entered into prior to the effective date of the subtitle.*

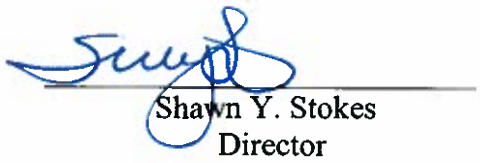
b. The Act also provides that no special *awards pay or bonus pay shall be paid to a* *subordinate agency head* *or an* *assistant or deputy agency head* *unless required by a contract executed before the effective date of this subtitle*.*

c. Notwithstanding any other provision of the law, no restrictions on the use of funds to support the categories of special awards pay (comptroller subcategory 0137) or bonus pay (comptroller subcategory 0138) shall apply in Fiscal Year 2013 to employees of the D.C. Public Schools who are based at a local school or who provide direct services to individual students.

[Note:** Any reference to "subtitle" in this E-DPM bulletin refers to Subtitle A – Bonus and Special Pay Limitation, of the Fiscal Year 2013 Budget Support Act of 2012 (Act), effective September 20, 2012 (D.C. Law 19-168).*

4. Effective Date

This E-DPM Bulletin is effective immediately.



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