

## Bonus and Special Pay Limitations for FY 2015



### District Personnel Bulletin No. 11B-84 & 19-15

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Effective Date	Expiration Date	Related DPM Chapters
February 27, 2015	April 8, 2015	11 & 19

**i** **NOTE:** This bulletin is being issued following emergency legislation (referenced on page 3) that continues the limitations on special awards pay and bonus pay in Fiscal Year 2015. The provisions of this bulletin are retroactive to October 1, 2014.

#### Overview

District government agencies are prohibited from using funds in Fiscal Year 2015 for specific categories of special awards or bonus pay. This DPM bulletin outlines the limitations as well as those categories in which funds may be used during the fiscal year.

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## Limits on Special Pay and Bonus Pay; Exceptions Executed October 1, 2014

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#### Limits

1. By law, no funds may be used for special awards or bonus pay during Fiscal Year 2015.
2. No special awards pay or bonus pay may be paid to a subordinate agency head or an

assistant or deputy agency head unless required by an existing contract executed before October 10, 2014.

## Exceptions

Special awards and bonus pay limitations for Fiscal Year 2015 do not apply to the following:

1. **Additional income allowances for difficult-to-fill positions** – an authorized amount or rate of additional compensation paid to an employee who occupies a position determined by the personnel authority to have a significant recruitment and retention problem;
2. **Agency awards or bonuses funded by private grants or donations;**
3. **Comptroller 0137 and 0138** – 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 2015 to employees of the D.C. Public Schools who are based at a local school or who provide direct services to individual students;
4. **Employee awards (including Suggestion or Invention Awards)** – cash and honorary awards to employees for their suggestions, inventions, superior accomplishments, length of service, and other meritorious efforts which contribute to the efficiency, economy, or otherwise improve the operation of the District government, in accordance with D.C. Official Code §1-619.01;
5. **Gainsharing incentives in the Department of Public Works (DPW)** – any savings gained from operational efficiencies in DPW which may be shared;
6. **Hiring bonuses for difficult-to-fill positions** – a one-time supplemental payment provided to an individual newly hired by an agency to a position determined by the personnel authority to have a significant recruitment and retention problem. (e) 1143 of Chapter 11B, Compensation);
7. **Negotiated Salary incentives** – A performance incentive or and allowance contained in a collective bargaining agreement that has been negotiated by the District of Columbia and a Labor Union, and has been approved by the Council;
8. **Quality Step** – a permanent advancement of an employee to the next higher step of the District Service Schedule, or other salary schedule with steps;
9. **Retirement awards** – an award granted to an employee in the Civil Service Retirement System, the Defined Contribution Plan, or any other District government retirement system as described in § 1904.7 (e) of the D.C personnel regulations, Incentive Award;

10. **Safe driving awards** – a monetary award to recognize safe driving that may be granted in accordance with Chapter 19 of the D.C personnel regulations, Inactive Awards, an employee whose primary function is driving a motor vehicle; and
11. 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.

## Legal Authorities and Applicability

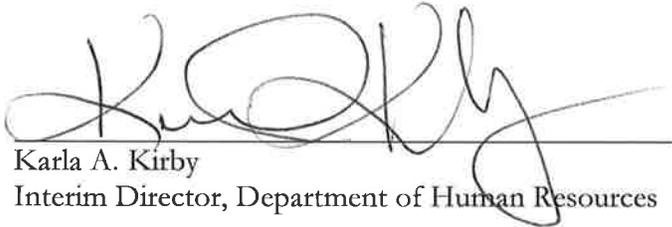
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1. **Authority:** Subtitle A – Bonus and Special Pay Limitation, Title I of the Fiscal Year 2015 Budget Support Emergency Act of 2014 (Act 20-377), effective July 14, 2014 (expired October 12, 2014); the Fiscal Year 2015 Budget Support Congressional Review Emergency Act of 2014 (Act 20-449), effective October 10, 2014 (expired January 7, 2015); and the Fiscal Year 2015 Budget Support Second Congressional Review Emergency Act of 2014 (Act 20-566), effective January 9, 2015. Act 20-566 will expire on April 8, 2015.

## Additional Information

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Inquiries concerning the provisions of this DPM bulletin can be directed to the Policy and Compliance Administration, DCHR, by calling (202) 442-9700.



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2/27/15  
Date