

Bonus and Special Pay Limitations for Fiscal Year 2016



District Personnel Bulletin No. 11B-93 & 19-20

Effective Date	Expiration Date	Related DPM Chapters
January 15, 2016	September 30, 2016	11 & 19

i **NOTE:** This bulletin is being issued to continue the provisions on special awards pay and bonus pay limitations in Fiscal Year 2016 contained in DPM Bulletin No. 11B-90 & 19-17 (same title), dated October 1, 2015. The continuation of these provisions is a result of the enactment of the Fiscal Year 2016 Budget Support Act of 2015 (D.C. Law 21-36), and is retroactive to October 26, 2015.

Overview

District government agencies are prohibited from using funds in Fiscal Year 2016 for specific categories of special awards or bonus pay. This DPM bulletin outlines the limitations, as well as those categories for which funds may be used, during the fiscal year.

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Limits on Special Pay and Bonus Pay

1. By law, no funds may be used for special awards or bonus pay during Fiscal Year 2016.
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 July 27, 2015.

Exceptions

Special awards and bonus pay limitations for Fiscal Year 2016 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 2016 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 among participating employees;
6. **Hiring bonuses for difficult-to fill positons** – an 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. 6B DCMR § 1143 (e);
7. **Negotiated Salary incentives** – a performance incentive or allowance contained in a collective bargaining agreement that has been negotiated and approved by the District of Columbia and a labor union, and has been approved by the Council;
8. **Quality Steps** – a permanent advancement of an employee to the next higher step of the District Service Schedule, or other salary advancement based on performance;
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 6B DCMR § 1904.7(e);
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, Incentive Awards, an employee whose primary function is driving a motor vehicle;
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.

12. Notwithstanding this subtitle or any other provision of law, the Office of the Attorney General (OAG) shall pay employees of the OAG all performance allowance payments to which they are entitled or may become entitled under any approved compensation agreement negotiated between and executed by the Mayor and Compensation Unit 33 of the American Federation of Government Employees, Local 1403, AFL-CIO for the period from October 1, 2013, through September 30, 2017. These payments are necessary to satisfy the requirements of section 857 of the District of Columbia Government Comprehensive Merit Personnel Act of 1978, effective April 20, 1999 (D.C. Law 12-260; D.C. Official Code § 1- 608.57), which requires the Attorney General's performance management system to link pay to performance.
13. OAG and the subordinate agencies shall pay their employees all performance allowance payments to which they are entitled.

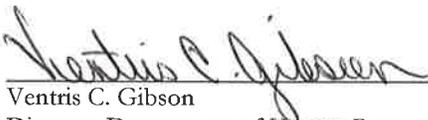
[For purposes of this bulletin, “subtitle” refers to Subtitle A–Bonus and Special Pay Limitation, Title I of the Fiscal Year 2016 Budget Support Emergency Act of 2015]

Legal Authorities

- Authority: Sec. 7026 of Subtitle B - Prior Budget Act Amendments, of the Fiscal Year 2016 Budget Support Act of 2015 (D.C. Law 21-36), effective October 22, 2015;
- D.C. Official Code § 1-619.01; and
- 6B DCMR §§ 1143 (e) and 1904.7(e).

Additional Information

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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