

State of Colorado



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Department of Personnel
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TO: HR Administrators
Budget Officers
Rich Gonzales, Executive Director

FROM: David M. Kaye 
Director, Division of Human Resources

SUBJECT: Fiscal Year 2008-2009 Compensation Plan

The official compensation plan for FY 2008-2009, to be effective July 1, 2008, has been published. The compensation plan is available in both class code and class title order and is published on the DPA/DHR Web site at <http://www.colorado.gov/dpa/dhr/comp/compplan.htm>. The Division of Human Resources does not publish hard copies, so departments and institutions (departments) are encouraged to print or download a copy of the plan from the DPA/DHR Web site if desired.

SHIFT DIFFERENTIAL AND ON-CALL RATES

The compensation plan includes the official designation of the premium status (shift differential, on-call eligibility) for each state class as required by Personnel Director's Rules 3-44 and 3-46, respectively. This information is coded in the compensation plan under PAY DIFF (Pay Differential) and is interpreted as follows:

- | | |
|---|---|
| 0 | No Pay Differential |
| 1 | Shift Differential Eligible Only |
| 2 | On-call Eligible Only |
| 3 | Shift Differential and On-call Eligible |

Departments are required to pay shift and/or on-call premium pay to employees in the classes that are designated as premium eligible. Department heads may approve shift differential and on-call eligibility for individual positions in classes not published as eligible for premium pay and must maintain records of such decisions.

The following premium pay rates for shift differential and on-call are effective July 1, 2008.

	Shift	Week Day	Weekend/Holiday
Non-Health Care Services Classes (class codes not beginning with "C")	1 st	N/A	N/A
	2 nd	7.5%	7.5%
	3 rd	10%	10%
Health Care Services Classes (class codes beginning with "C")	1 st	N/A	7.5%
	2 nd	7.5%	14%
	3 rd	14%	20%

	On-Call Rate
General Employees	\$2.00 per hour
Physician Assistant Only (In Mid-Level Provider class)	\$722.80 per week*

* represents a 3.56% increase from occupational group structure adjustment.

OVERTIME HOURLY RATE & MINIMUM WAGE

The hourly rate for overtime compensation must be calculated on a case-by-case basis. The overtime hourly rate is one and one-half times the calculated annualized hourly rate (including shift differential and on-call premium rate compensation). Departments are required to designate overtime eligibility for all of their positions and enter such designation into payroll/personnel records. Currently, the Colorado minimum wage is \$7.02 per hour. This rate applies to all state personnel system employees including temporary and part-time.

HAZARDOUS DUTY PREMIUM

The hourly rate for hazardous duty pay is \$1.00. Hazardous duty pay is a non-base building pay premium added to employees' salaries who may be working in occupations where exposure to physical hazards is not a customary part or expectation of the occupation and its preparation for entry. Refer to Personnel Director's Rule 3-51 for additional information.

SENIOR EXECUTIVE SERVICE (SES)

Some positions in the Management class (H6G8XX) may be placed in the SES pay plan that permits salaries to exceed the general salary lid by up to 25%, or up to \$12,073 per month.

SEPARATION INCENTIVE

The State's voluntary separation incentives are used only in bona fide layoff situations or to avoid such situations (Personnel Director's Rule 3-52). Departments may grant one week's salary for each full year of uninterrupted state service, up to a maximum of 18 weeks.