

DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
Bureau of Human Resources

July 1, 1993

HUMAN RESOURCES MEMORANDUM 7-93

TO: Commissioners, Agency Heads, Administrative Services
Directors, Personnel Officers

SUBJECT: Merit Increases

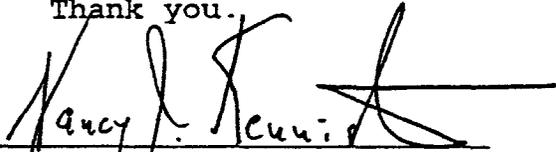
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The prohibition on merit increases for FY 92/93 that was imposed by Chapter 780, 1992 has expired and the authority to award merit increases is reinstated effective July 1, 1993.

Employees with a salary review date on or after July 1, 1993 are eligible to receive a merit increase on their review date. Reports listing all employees who are scheduled for merit review in the Month of July are being sent to all agencies.

All agencies are reminded that the one year prohibition on merit increases that was imposed by Chapter 780 constitutes a permanent loss of the merit increase that the employee would have received during FY 92/93. Employees are not eligible to receive a merit increase until their normal salary review date, which has been advanced one year from the date that the employee would have received a merit increase during FY 92/93. Employees are not eligible to receive the merit increase that was eliminated during the last fiscal year on July 1, 1993, nor are employees eligible to receive a two step increase on their next review date.

All requests for special merit increases will be carefully reviewed to ensure compliance with the intent of the law.

Thank you.



Nancy J. Kenniston, Director
BUREAU OF HUMAN RESOURCES