SHARP Customer Service Center

- SHARP Messages -

SHARP Message #656

DATE:	6/2/06
AUTHOR:	HR
SUBJECT:	Classified General Increase in SHARP

MESSAGE TEXT:

All classified employees will receive a general increase of approximately 1.50% effective June 18, 2006. An effective dated row of June 18, 2006, will automatically insert into classified employees' job data on Sunday, June 25, 2006.

Please add all job data rows that are effective dated prior to or equal to June 18, 2006, before Sunday, June 25, 2006. This includes promotions, demotions, transfers, terminations and any other transactions that require a job data row to be inserted to employee work history. Do not enter rows dated greater than June 18, 2006, until after the general increase has loaded on Sunday, June 25, 2006.

The June 18, 2006, job data row will insert the action/reason code of PAY/COL and the new compensation rate for their current step. This includes those employees who are on steps above range. This update does not include classified employees at Regents Institutions. These agencies will process their own employees. In addition, employees who are on an unpaid leave of absence will not be updated. Agencies should update these employees on a case by case basis when/if they return to active status in the future.

Please contact Patti Pearce at 785-296-7232 or at patti.pearce@da.state.ks.us if you have questions.

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