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COUNTY COUNCIL OF PRINCE GEORGE'S COUNTY, MARYLAND

Legislative Session

1992

Resolution No. CR-55-

1992

Proposed by The Chairman (by request - County Executive)

Introduced by Council Members Pemberton and Bell

Co-Sponsors

Date of Introduction May 19,

1992

RESOLUTION

A RESOLUTION concerning

General Schedule Employees

FOR the purpose of amending the Salary Plan of the County to reflect new pay rates and other benefits for General Schedule employees.

WHEREAS, pursuant to Section 903 of Article IX of the Prince George's County Charter and Section 16-125(a) of the Prince George's County Code, amendments to the County's Salary Plan are to be submitted to the County Council in resolution form; and

WHEREAS, the Salary Plan must at this time be amended by approval of a Salary Schedule to reflect the new pay rates and other benefits for General Schedule employees; and

WHEREAS, the Schedule of Pay Grades set forth herein supercedes the Schedule of Pay Grades approved by CR-33-1991 to be effective April 5, 1992;

NOW, THEREFORE, BE IT RESOLVED by the County Council of Prince George's County, Maryland, that the Salary Schedule G, Schedule of Pay Grades - General Schedule Employees, submitted and recommended by the County Executive on May 6, 1992, which is attached hereto and made a part hereof, setting forth the following modifications: a two percent (2%) increase in base hourly rates, over the rates effective July 1, 1991, to be effective June 28, 1992; a one and one-half percent (1 1/2%) increase in base hourly rates effective March 7, 1993; a one and one-half percent (1 1/2%) increase in base hourly rates effective June 13, 1993; a one and one-half percent (1 1/2%) increase in base hourly rates effective June 27, 1993; a deferral of merit increases scheduled to occur between July 1, 1992 and March 6, 1993 inclusive, until March 7, 1993, effective July 1, 1992; changes in employer/employee contribution rates for Health Maintenance Organization (HMO) coverage effective July 1, 1992 and further establishing a workweek and number of productive hours therein, meal periods, pay in excess of base salary, leave provisions, incentive awards, unemployment insurance, retirement benefits and

contributions, group health insurance, life insurance, social security, worker's compensation, and unused sick leave payment, for such employees, be and the same is hereby approved.

BE IT FURTHER RESOLVED that the provisions of this Resolution shall supersede the provisions of CB-13-1992.

Adopted this 7th day of July, 1992.

COUNTY COUNCIL OF PRINCE
GEORGE'S COUNTY, MARYLAND

BY:

Richard J. Castaldi
Chairman

ATTEST:

Joyce T. Sweeney
Acting Clerk of the Council

SALARY SCHEDULE G
SCHEDULE OF PAY GRADES - GENERAL SCHEDULE
PRINCE GEORGE'S COUNTY, MARYLAND
EFFECTIVE JUNE 28, 1992

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CR-55-1992
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I. Scheduled Pay Rates

SALARY SCHEDULE G - GENERAL SCHEDULE
SCHEDULE OF PAY GRADES
EFFECTIVE JUNE 28, 1992
PRINCE GEORGE'S COUNTY, MARYLAND

<u>GRADE</u>		<u>MINIMUM</u>	<u>MAXIMUM</u>	
G01		HOURLY	4.2500	
7.8648		BIWKLY	340.00	629.18
		ANNUAL	8,840	16,359
G02		HOURLY	5.6041	8.2581
		BIWKLY	448.33	660.65
	ANNUAL	11,657	17,177	
G03		HOURLY	5.8842	8.6710
	BIWKLY	470.74	693.68	
	ANNUAL	12,239	18,036	
G04		HOURLY	6.1784	9.1044
	BIWKLY	494.27	728.35	
	ANNUAL	12,851	18,937	
G05		HOURLY	6.4873	9.5597
	BIWKLY	518.98	764.78	
	ANNUAL	13,494	19,884	
G06		HOURLY	6.8119	10.0377
	BIWKLY	544.95	803.02	
	ANNUAL	14,169	20,878	
G07		HOURLY	7.1523	10.5396
	BIWKLY	572.18	843.17	
	ANNUAL	14,877	21,922	
G08		HOURLY	7.5100	11.0666
	BIWKLY	600.80	885.33	
	ANNUAL	15,621	23,019	
G09		HOURLY	7.8854	11.6199
	BIWKLY	630.83	929.59	
	ANNUAL	16,402	24,169	
G10		HOURLY	8.2797	12.2009
	BIWKLY	662.38	976.07	
	ANNUAL	17,222	25,378	

<u>GRADE</u>		<u>MINIMUM</u>	<u>MAXIMUM</u>
G11	HOURLY	8.6937	12.8110
	BIWKLY	695.50	1,024.88
	ANNUAL	18,083	26,647
G12	HOURLY	9.1284	13.4515
	BIWKLY	730.27	1,076.12
	ANNUAL	18,987	27,979
G13	HOURLY	9.5847	14.1241
	BIWKLY	766.78	1,129.93
	ANNUAL	19,936	29,378
G14	HOURLY	10.0640	14.8303
	BIWKLY	805.12	1,186.42
	ANNUAL	20,933	30,847
G15	HOURLY	10.5672	15.5718
	BIWKLY	845.38	1,245.74
	ANNUAL	21,980	32,389
G16	HOURLY	11.0957	16.3504
	BIWKLY	887.66	1,308.03
	ANNUAL	23,079	34,009
G17	HOURLY	11.6503	17.1679
	BIWKLY	932.02	1,373.43
	ANNUAL	24,233	35,709
G18	HOURLY	12.2330	18.0263
	BIWKLY	978.64	1,442.10
	ANNUAL	25,445	37,495
G19	HOURLY	12.8446	18.9277
	BIWKLY	1,027.57	1,514.22
	ANNUAL	26,717	39,370
G20	HOURLY	13.4868	19.8740
	BIWKLY	1,078.94	1,589.92
	ANNUAL	28,053	41,338
G21	HOURLY	14.1611	20.8677
	BIWKLY	1,132.89	1,669.42
	ANNUAL	29,455	43,405
G22	HOURLY	14,8692	21.9111
	BIWKLY	1,189.54	1,752.89
	ANNUAL	30,928	45,575
G23	HOURLY	15.6126	23.0066
	BIWKLY	1,249.01	1,840.53
	ANNUAL	32,474	47,854
<u>GRADE</u>		<u>MINIMUM</u>	<u>MAXIMUM</u>

G24	HOURLY	16.3932	24.1570
	BIWKLY	1,311.46	1,932.56
	ANNUAL	34,098	50,247
G25	HOURLY	17.2130	25.3649
	BIWKLY	1,377.04	2,029.19
	ANNUAL	35,803	52,759
G26	HOURLY	18.0736	26.6331
	BIWKLY	1,445.89	2,130.65
	ANNUAL	37,593	55,397
G27	HOURLY	18.9773	27.9647
	BIWKLY	1,518.18	2,237.18
	ANNUAL	39,473	58,167
G28	HOURLY	19.9262	29.3629
	BIWKLY	1,594.10	2,349.03
	ANNUAL	41,446	61,075
G29	HOURLY	20.9224	30.8310
	BIWKLY	1,673.79	2,466.48
	ANNUAL	43,519	64,128
G30	HOURLY	21.9686	32.3727
	BIWKLY	1,757.49	2,589.82
	ANNUAL	45,695	67,335
G31	HOURLY	23.0670	33.9912
	BIWKLY	1,845.36	2,719.30
	ANNUAL	47,979	70,702
G32	HOURLY	24.2204	35.6909
	BIWKLY	1,937.63	2,855.27
	ANNUAL	50,378	74,237
G33	HOURLY	25.4315	37.4753
	BIWKLY	2,034.52	2,998.02
	ANNUAL	52,898	77,949
G34	HOURLY	26.7030	39.3492
	BIWKLY	2,136.24	3,147.94
	ANNUAL	55,542	81,846
G35	HOURLY	28.0381	41.3166
	BIWKLY	2,243.05	3,305.33
	ANNUAL	58,319	85,939
G36	HOURLY	29.4400	43.3824
	BIWKLY	2,355.20	3,470.59
	ANNUAL	61,235	90,235
<u>GRADE</u>		<u>MINIMUM</u>	<u>MAXIMUM</u>

G37	HOURLY	30.9120	45.5516
	BIWKLY	2,472.96	3,644.13
	ANNUAL	64,297	94,747
G38	HOURLY	32.4575	47.8291
	BIWKLY	2,596.60	3,826.33
	ANNUAL	67,512	99,485
G39	HOURLY	34.0805	50.2206
	BIWKLY	2,726.44	4,017.65
	ANNUAL	70,887	104,459
G40	HOURLY	35.7844	52.7317
	BIWKLY	2,862.75	4,218.54
	ANNUAL	74,432	109,682
G41	HOURLY	37.5736	55.3682
	BIWKLY	3,005.89	4,429.46
	ANNUAL	78,153	115,166
G42	HOURLY	39.4523	58.1367
	BIWKLY	3,156.18	4,650.94
	ANNUAL	82,061	120,924

The minimum hourly rate for grade G-01 is the same as the April 1, 1991 Federal minimum wage which will be adjusted as the Federal minimum wage is adjusted. The minimum rates for grades G-02 - G-42 are the July 1, 1991 rates multiplied by 102% and rounded to the nearest hundredth of a cent. The maximum hourly rates for grades G-01 - G-42 are the July 1, 1991 rates multiplied by 102% and rounded to the nearest hundredth of a cent. For administrative purpose, the hourly rates are the controlling rates. Biweekly rates are hourly rates multiplied by 80. Annual rates are the hourly rates multiplied by 2,080 and rounded to the nearest dollar.

SALARY SCHEDULE G - GENERAL SCHEDULE
SCHEDULE OF PAY GRADES
EFFECTIVE MARCH 7, 1993
PRINCE GEORGE'S COUNTY, MARYLAND

<u>GRADE</u>		<u>MINIMUM</u>	<u>MAXIMUM</u>	
G01		HOURLY	4.2500	
7.9828		BIWKLY	340.00	
638.62		ANNUAL	8,840	
16,604				
G02		HOURLY	5.6882	8.3820
		BIWKLY	455.06	670.56
	ANNUAL	11,831	17,435	
G03		HOURLY	5.9725	8.8011
	BIWKLY	477.80	704.09	
	ANNUAL	12,423	18,306	
G04		HOURLY	6.2711	9.2410
	BIWKLY	501.69	739.28	
	ANNUAL	13,044	19,221	
G05		HOURLY	6.5846	9.7031
	BIWKLY	526.77	776.25	
	ANNUAL	13,696	20,182	
G06		HOURLY	6.9141	
10.1883		BIWKLY	553.13	815.06
	ANNUAL	14,381	21,192	
G07		HOURLY	7.2596	
10.6977		BIWKLY	580.77	855.82
	ANNUAL	15,100	22,251	
G08		HOURLY	7.6227	11.2326
	BIWKLY	609.82	898.61	
	ANNUAL	15,855	23,364	
G09		HOURLY	8.0037	11.7942
	BIWKLY	640.30	943.54	
	ANNUAL	16,648	24,532	
G10		HOURLY	8.4039	12.3839
	BIWKLY	672.31	990.71	
	ANNUAL	17,480	25,759	

<u>GRADE</u>		<u>MINIMUM</u>	<u>MAXIMUM</u>
G11	HOURLY	8.8241	13.0032
	BIWKLY	705.93	1,040.26
	ANNUAL	18,354	27,047
G12	HOURLY	9.2653	13.6533
	BIWKLY	741.22	1,092.26
	ANNUAL	19,272	28,399
G13	HOURLY	9.7285	14.3360
	BIWKLY	778.28	1,146.88
	ANNUAL	20,235	29,819
G14	HOURLY	10.2150	15.0528
	BIWKLY	817.20	1,204.22
	ANNUAL	21,247	31,310
G15	HOURLY	10.7257	15.8054
	BIWKLY	858.06	1,264.43
	ANNUAL	22,309	32,875
G16	HOURLY	11.2621	16.5957
	BIWKLY	900.97	1,327.66
	ANNUAL	23,425	34,519
G17	HOURLY	11.8251	17.4254
	BIWKLY	946.01	1,394.03
	ANNUAL	24,596	36,245
G18	HOURLY	12.4165	18.2967
	BIWKLY	993.32	1,463.74
	ANNUAL	25,826	38,057
G19	HOURLY	13.0373	19.2116
	BIWKLY	1,042.98	1,536.93
	ANNUAL	27,118	39,960
G20	HOURLY	13.6891	20.1721
	BIWKLY	1,095.13	1,613.77
	ANNUAL	28,473	41,958
G21	HOURLY	14.3735	21.1807
	BIWKLY	1,149.88	1,694.46
	ANNUAL	29,897	44,056
G22	HOURLY	15.0922	22.2398
	BIWKLY	1,207.38	1,779.18
	ANNUAL	31,392	46,259

G23	HOURLY	15.8468	23.3517
	BIWKLY	1,267.74	1,868.14
	ANNUAL	32,961	48,572
<u>GRADE</u>		<u>MINIMUM</u>	<u>MAXIMUM</u>
G24	HOURLY	16.6391	24.5194
	BIWKLY	1,331.13	1,961.55
	ANNUAL	34,609	51,000
G25	HOURLY	17.4712	25.7454
	BIWKLY	1,397.70	2,059.63
	ANNUAL	36,340	53,550
G26	HOURLY	18.3447	27.0326
	BIWKLY	1,467.58	2,162.61
	ANNUAL	38,157	56,228
G27	HOURLY	19.2620	28.3842
	BIWKLY	1,540.96	2,270.74
	ANNUAL	40,065	59,039
G28	HOURLY	20.2251	29.8033
	BIWKLY	1,618.01	2,384.26
	ANNUAL	42,068	61,991
G29	HOURLY	21.2362	31.2935
	BIWKLY	1,698.90	2,503.48
	ANNUAL	44,171	65,090
G30	HOURLY	22.2981	32.8583
	BIWKLY	1,783.85	2,628.66
	ANNUAL	46,380	68,345
G31	HOURLY	23.4130	34.5011
	BIWKLY	1,873.04	2,760.09
	ANNUAL	48,699	71,762
G32	HOURLY	24.5837	36.2263
	BIWKLY	1,966.70	2,898.10
	ANNUAL	51,134	75,351
G33	HOURLY	25.8130	38.0374
	BIWKLY	2,065.04	3,042.99
	ANNUAL	53,691	79,118
G34	HOURLY	27.1035	39.9394
	BIWKLY	2,168.28	3,195.15
	ANNUAL	56,375	83,074
G35	HOURLY	28.4587	41.9363
	BIWKLY	2,276.70	3,354.90
	ANNUAL	59,194	87,228
G36	HOURLY	29.8816	44.0331

<u>GRADE</u>	<u>MAXIMUM</u>		<u>MINIMUM</u>
	BIWKLY	2,390.53	3,522.65
	ANNUAL	62,154	91,589
G37	HOURLY	31.3757	46.2349
	BIWKLY	2,510.06	3,698.79
	ANNUAL	65,261	96,169
G38	HOURLY	32.9444	48.5465
	BIWKLY	2,635.55	3,883.72
	ANNUAL	68,524	100,977
G39	HOURLY	34.5917	50.9739
	BIWKLY	2,767.34	4,077.91
	ANNUAL	71,951	106,026
G40	HOURLY	36.3212	53.5227
	BIWKLY	2,905.70	4,281.82
	ANNUAL	75,548	111,327
G41	HOURLY	38.1372	56.1987
	BIWKLY	3,050.98	4,495.90
	ANNUAL	79,325	116,893
G42	HOURLY	40.0441	59.0088
	BIWKLY	3,203.53	4,720.70
	ANNUAL	83,292	122,738

The minimum hourly rate for grade G-01 is the same as the April 1, 1991 Federal minimum wage which will be adjusted as the Federal minimum wage is adjusted. The minimum rates for grades G-02 - G-42 are the June 28, 1992 rates multiplied by 101.5% and rounded to the nearest hundredth of a cent. The maximum hourly rates for grades G-01 - G-42 are the June 14, 1992 rates multiplied by 101.5% and rounded to the nearest hundredth of a cent. For administrative purpose, the hourly rates are the controlling rates. Biweekly rates are hourly rates multiplied by 80. Annual rates are the hourly rates multiplied by 2,080 and rounded to the nearest dollar.

SALARY SCHEDULE G - GENERAL SCHEDULE
SCHEDULE OF PAY GRADES
EFFECTIVE JUNE 13, 1993
PRINCE GEORGE'S COUNTY, MARYLAND

<u>GRADE</u>		<u>MINIMUM</u>	<u>MAXIMUM</u>	
G01				
8.1025	HOURLY		4.2500	
	BIWKLY		340.00	
648.20	ANNUAL		8,840	
16,853				
G02				
	HOURLY		5.7735	8.5077
	BIWKLY		461.88	680.62
	ANNUAL	12,009	17,696	
G03				
	HOURLY		6.0621	8.9331
	BIWKLY	484.97	714.65	
	ANNUAL	12,609	18,581	
G04				
	HOURLY		6.3652	9.3796
	BIWKLY	509.22	750.37	
	ANNUAL	13,240	19,510	
G05				
	HOURLY		6.6834	9.8486
	BIWKLY	534.67	787.89	
	ANNUAL	13,901	20,485	
G06				
10.3411	HOURLY		7.0178	
	BIWKLY	561.42	827.29	
	ANNUAL	14,597	21,509	
G07				
10.8582	HOURLY		7.3685	
	BIWKLY	589.48	868.66	
	ANNUAL	15,326	22,585	
G08				
	HOURLY	7.7370		11.4011
	BIWKLY	618.96	912.09	
	ANNUAL	16,093	23,714	
G09				
	HOURLY	8.1238		11.9711
	BIWKLY	649.90	957.69	
	ANNUAL	16,898	24,900	

G10	HOURLY	8.5300	12.5697
	BIWKLY	682.40	1,005.58
	ANNUAL	17,742	26,145

<u>GRADE</u>		<u>MINIMUM</u>	<u>MAXIMUM</u>
G11	HOURLY	8.9565	13.1982
	BIWKLY	716.52	1,055.86
	ANNUAL	18,630	27,452
G12	HOURLY	9.4043	13.8581
	BIWKLY	752.34	1,108.65
	ANNUAL	19,561	28,825
G13	HOURLY	9.8744	14.5510
	BIWKLY	789.95	1,164.08
	ANNUAL	20,539	30,266
G14	HOURLY	10.3682	15.2786
	BIWKLY	829.46	1,222.29
	ANNUAL	21,566	31,779
G15	HOURLY	10.8866	16.0425
	BIWKLY	870.93	1,283.40
	ANNUAL	22,644	33,368
G16	HOURLY	11.4310	16.8446
	BIWKLY	914.48	1,347.57
	ANNUAL	23,776	35,037
G17	HOURLY	12.0025	17.6868
	BIWKLY	960.20	1,414.94
	ANNUAL	24,965	36,789
G18	HOURLY	12.6027	18.5712
	BIWKLY	1,008.22	1,485.70
	ANNUAL	26,214	38,628
G19	HOURLY	13.2329	19.4998
	BIWKLY	1,058.63	1,559.98
	ANNUAL	27,524	40,560
G20	HOURLY	13.8944	20.4747
	BIWKLY	1,111.55	1,637.98
	ANNUAL	28,900	42,587
G21	HOURLY	14.5891	21.4984
	BIWKLY	1,167.13	1,719.87
	ANNUAL	30,345	44,717

G22	HOURLY	15.3186	22.5734
	BIWKLY	1,225.49	1,805.87
	ANNUAL	31,863	46,953
G23	HOURLY	16.0845	23.7020
	BIWKLY	1,286.76	1,896.16
	ANNUAL	33,456	49,300
<u>GRADE</u>		<u>MINIMUM</u>	<u>MAXIMUM</u>
G24	HOURLY	16.8887	24.8872
	BIWKLY	1,351.10	1,990.98
	ANNUAL	35,128	51,765
G25	HOURLY	17.7333	26.1316
	BIWKLY	1,418.66	2,090.53
	ANNUAL	36,885	54,354
G26	HOURLY	18.6199	27.4381
	BIWKLY	1,489.59	2,195.05
	ANNUAL	38,729	57,071
G27	HOURLY	19.5509	28.8100
	BIWKLY	1,564.07	2,304.80
	ANNUAL	40,666	59,925
G28	HOURLY	20.5285	30.2503
	BIWKLY	1,642.28	2,420.02
	ANNUAL	42,699	62,921
G29	HOURLY	21.5547	31.7629
	BIWKLY	1,724.38	2,541.03
	ANNUAL	44,834	66,067
G30	HOURLY	22.6326	33.3512
	BIWKLY	1,810.61	2,668.10
	ANNUAL	47,076	69,370
G31	HOURLY	23.7642	35.0186
	BIWKLY	1,901.14	2,801.49
	ANNUAL	49,430	72,839
G32	HOURLY	24.9525	36.7697
	BIWKLY	1,996.20	2,941.58
	ANNUAL	51,901	76,481
G33	HOURLY	26.2002	38.6080
	BIWKLY	2,096.02	3,088.64
	ANNUAL	54,496	80,305
G34	HOURLY	27.5101	40.5385
	BIWKLY	2,200.81	3,243.08
	ANNUAL	57,221	84,320
G35	HOURLY	28.8856	42.5653

	BIWKLY	2,310.85	3,405.22
	ANNUAL	60,082	88,536
G36	HOURLY	30.3298	44.6936
	BIWKLY	2,426.38	3,575.49
	ANNUAL	63,086	92,963
<u>GRADE</u>		<u>MINIMUM</u>	<u>MAXIMUM</u>
G37	HOURLY	31.8463	46.9284
	BIWKLY	2,547.70	3,754.27
	ANNUAL	66,240	97,611
G38	HOURLY	33.4386	49.2747
	BIWKLY	2,675.09	3,941.98
	ANNUAL	69,552	102,491
G39	HOURLY	35.1106	51.7385
	BIWKLY	2,808.85	4,139.08
	ANNUAL	73,030	107,616
G40	HOURLY	36.8660	54.3255
	BIWKLY	2,949.28	4,346.04
	ANNUAL	76,681	112,997
G41	HOURLY	38.7093	57.0417
	BIWKLY	3,096.74	4,563.34
	ANNUAL	80,515	118,647
G42	HOURLY	40.6448	59.8939
	BIWKLY	3,251.58	4,791.51
	ANNUAL	84,541	124,579

The minimum hourly rate for grade G-01 is the same as the April 1, 1991 Federal minimum wage which will be adjusted as the Federal minimum wage is adjusted. The minimum rates for grades G-02 - G-42 are the March 7, 1993 rates multiplied by 101.5% and rounded to the nearest hundredth of a cent. The maximum hourly rates for grades G-01 - G-42 are the March 7, 1993 rates multiplied by 101.5% and rounded to the nearest hundredth of a cent. For administrative purpose, the hourly rates are the controlling rates. Biweekly rates are hourly rates multiplied by 80. Annual rates are the hourly rates multiplied by 2,080 and rounded to the nearest dollar.

SALARY SCHEDULE G - GENERAL SCHEDULE
SCHEDULE OF PAY GRADES
EFFECTIVE JUNE 27, 1993
PRINCE GEORGE'S COUNTY, MARYLAND

<u>GRADE</u>		<u>MINIMUM</u>	<u>MAXIMUM</u>
G01	HOURLY	4.2500	8.2240
	BIWKLY	340.00	657.92
	ANNUAL	8,840	17,106
G02	HOURLY	5.8601	8.6353
	BIWKLY	468.81	690.82
	ANNUAL	12,189	17,961
G03	HOURLY	6.1530	9.0671
	BIWKLY	492.24	725.37
	ANNUAL	12,798	18,860
G04	HOURLY	6.4607	9.5203
	BIWKLY	516.86	761.62
	ANNUAL	13,438	19,802
G05	HOURLY	6.7837	9.9963
	BIWKLY	542.70	799.70
	ANNUAL	14,110	20,792
G06 10.4962	HOURLY	7.1231	
	BIWKLY	569.85	839.70
	ANNUAL	14,816	21,832
G07 11.0211	HOURLY	7.4790	
	BIWKLY	598.32	881.69
	ANNUAL	15,556	22,924
G08	HOURLY	7.8531	11.5721
	BIWKLY	628.25	925.77
	ANNUAL	16,334	24,070
G09	HOURLY	8.2457	12.1507
	BIWKLY	659.66	972.06
	ANNUAL	17,151	25,273

G10	HOURLY	8.6580	12.7582
	BIWKLY	692.64	1,020.66
	ANNUAL	18,009	26,537
<u>GRADE</u>		<u>MINIMUM</u>	<u>MAXIMUM</u>
G11	HOURLY	9.0908	13.3962
	BIWKLY	727.26	1,071.70
	ANNUAL	18,909	27,864
G12	HOURLY	9.5454	14.0660
	BIWKLY	763.63	1,125.28
	ANNUAL	19,854	29,257
G13	HOURLY	10.0225	14.7693
	BIWKLY	801.80	1,181.54
	ANNUAL	20,847	30,720
G14	HOURLY	10.5237	15.5078
	BIWKLY	841.90	1,240.62
	ANNUAL	21,889	32,256
G15	HOURLY	11.0499	16.2831
	BIWKLY	883.99	1,302.65
	ANNUAL	22,984	33,869
G16	HOURLY	11.6025	17.0973
	BIWKLY	928.20	1,367.78
	ANNUAL	24,133	35,562
G17	HOURLY	12.1825	17.9521
	BIWKLY	974.60	1,436.17
	ANNUAL	25,340	37,340
G18	HOURLY	12.7917	18.8498
	BIWKLY	1,023.34	1,507.98
	ANNUAL	26,607	39,208
G19	HOURLY	13.4314	19.7923
	BIWKLY	1,074.51	1,583.38
	ANNUAL	27,937	41,168
G20	HOURLY	14.1028	20.7818
	BIWKLY	1,128.22	1,662.54
	ANNUAL	29,334	43,226
G21	HOURLY	14.8079	21.8209
	BIWKLY	1,184.63	1,745.67
	ANNUAL	30,800	45,387

G22	HOURLY	15.5484		22.9120
	BIWKLY	1,243.87		1,832.96
	ANNUAL	32,341		47,657
G23	HOURLY	16.3258		24.0575
	BIWKLY	1,306.06		1,924.60
	ANNUAL	33,958		50,040
<u>GRADE</u>		<u>MINIMUM</u>		<u>MAXIMUM</u>
G24	HOURLY	17.1420		25.2605
	BIWKLY	1,371.36		2,020.84
	ANNUAL	35,655		52,542
G25	HOURLY	17.9993		26.5236
	BIWKLY	1,439.94		2,121.89
	ANNUAL	37,439		55,169
G26	HOURLY	18.8992		27.8497
	BIWKLY	1,511.94		2,227.98
	ANNUAL	39,310		57,927
G27	HOURLY	19.8442		29.2422
	BIWKLY	1,587.54		2,339.38
	ANNUAL	41,276		60,824
G28	HOURLY	20.8364		30.7041
	BIWKLY	1,666.91		2,456.33
	ANNUAL	43,340		63,865
G29	HOURLY	21.8780		32.2393
	BIWKLY	1,750.24		2,579.14
	ANNUAL	45,506		67,058
G30	HOURLY	22.9721		33.8515
	BIWKLY	1,837.77		2,708.12
	ANNUAL	47,782		70,411
G31	HOURLY	24.1207		35.5439
	BIWKLY	1,929.66		2,843.51
	ANNUAL	50,171		73,931
G32	HOURLY	25.3268		37.3212
	BIWKLY	2,026.14		2,985.70
	ANNUAL	52,680		77,628
G33	HOURLY	26.5932		39.1871
	BIWKLY	2,127.46		3,134.97
	ANNUAL	55,314		81,509
G34	HOURLY	27.9228		41.1466
	BIWKLY		2,233.82	
3,291.73	ANNUAL	58,079		85,585

<u>GRADE</u>		<u>MAXIMUM</u>	<u>MINIMUM</u>
G35	HOURLY	29.3189	43.2038
	BIWKLY	2,345.51	3,456.30
	ANNUAL	60,983	89,864
G36	HOURLY	30.7847	45.3640
	BIWKLY	2,462.78	3,629.12
	ANNUAL	64,032	94,357
G37	HOURLY	32.3240	47.6323
	BIWKLY	2,585.92	3,810.58
	ANNUAL	67,234	99,075
G38	HOURLY	33.9402	50.0138
	BIWKLY	2,715.22	4,001.10
	ANNUAL	70,596	104,029
G39	HOURLY	35.6373	52.5146
	BIWKLY	2,850.98	4,201.17
	ANNUAL	74,126	109,230
G40	HOURLY	37.4190	55.1404
	BIWKLY	2,993.52	4,411.23
	ANNUAL	77,832	114,692
G41	HOURLY	39.2899	57.8973
	BIWKLY	3,143.19	4,631.78
	ANNUAL	81,723	120,426
G42	HOURLY	41.2545	
60.7923	BIWKLY	3,300.36	4,863.38
	ANNUAL	85,809	126,448

The minimum hourly rate for grade G-01 is the same as the April 1, 1991 Federal minimum wage which will be adjusted as the Federal minimum wage is adjusted. The minimum rates for grades G-02 - G-42 are the June 13, 1993 rates multiplied by 101.5% and rounded to the nearest hundredth of a cent. The maximum hourly rates for grades G-01 - G-42 are the June 13, 1993 rates multiplied by 101.5% and rounded to the nearest hundredth of a cent. For administrative purpose, the hourly rates are the controlling rates. Biweekly rates are hourly rates multiplied by 80. Annual rates are the hourly rates multiplied by 2,080 and rounded to the nearest dollar.

NOTE: 1. Salary increases upon promotion or reallocation and salary decreases upon demotion shall be at the rate of ten percent (10%) and shall be applied in accordance with the Personnel Law. For purposes of a Step Reduction imposed as discipline, a step shall consist of five percent (5%) and such reductions shall be applied in accordance with the Personnel Law.

2. The Chief Administrative Officer may authorize police or fire officials assigned to this salary schedule at the Director or Deputy Director pay grades, to receive any benefit authorized for other police or fire officials on the Police Officials' or Fire Officials' salary schedules.

II. MERIT INCREASE FOR FISCAL YEAR 1993

Effective July 1, 1992, merit increases scheduled to occur between July 1, 1992 and March 6, 1993 inclusive, shall be deferred until March 7, 1993. That is, employees whose anniversary dates occur on any date from July 1, 1992 through March 6, 1993 inclusive, shall receive their merit increases on March 7, 1993, effective that date. Employees whose anniversary dates occur on or after March 7, 1993 shall receive their merit increases on their anniversary dates. Merit increases for employees who earn less than the maximum of their grade shall be granted at a rate of three and a half percent (3.5%), in accordance with the Personnel Law. Provided an employee receives at least a "satisfactory" annual performance appraisal, the employee will continue to receive 3.5% merit increases until one of the following occurs:

- a) The employee reaches the maximum of his/her grade;
- b) The 3.5% increase would establish the hourly rate one percent (1%) or less below the maximum, in which case the hourly rate will be automatically adjusted upward to the maximum; or
- c) The 3.5% merit adjustment would cause an employee's salary rate to exceed the maximum rate established for that grade, in which case the employee's salary will instead be adjusted to equal the maximum

applicable rate.

III. **WORKWEEK**

The workweek is the seven (7) consecutive day period commencing at 12:01 a.m. Sunday, and ending the following Saturday midnight.

A. The standard number of hours in the workweek for full-time employees is forty (40) productive hours.

B. Appointing authorities may assign full-time employees to work schedules involving rotating shift work which may not provide for a standard number of productive hours within a workweek. The number of hours in the workweek for these employees may average 40-42 productive hours.

IV. **WORK SCHEDULES**

Work schedules mean written schedules of the required daily hours of work within a workweek prescribed by an appointing authority for individual employees and/or various groups or units of employees under the appointing authority's jurisdiction as approved pursuant to Section 16-114 of the Personnel Law.

V. **DESIGNATION OF MEAL PERIODS**

A. Except for employees assigned to rotating shift work schedules, any employee who works five (5) or more hours in any workday shall receive an unpaid one-half hour meal period during that workday.

B. Employees assigned to rotating shift work schedules averaging 40- 42 productive hours shall be eligible for a meal period, as defined by the appointing authority, within the productive workday.

VI. **PAY IN EXCESS OF BASE SALARY**

A. Overtime Pay

1. General Provisions:

a. Subject to the limitations noted in Paragraph 2 below, full and part-time employees allocated to classes within the General Schedule shall be eligible to earn overtime pay for each hour or part thereof worked in excess of the number of productive hours constituting the standard work week for full-time employees. Normally, the standard work week for full-time

employees will be forty (40) hours. However, in some instances, such as with rotating shift schedules, the number of full-time productive hours in the "standard" work week may vary.

b. The rate of overtime pay for employees allocated to classes within the General Schedule shall be equal to one and one-half (1 1/2) times the employee's regular hourly rate.

c. All pay status hours shall be considered productive hours for overtime computation purposes.

d. Each appointing authority shall be responsible for specifically directing and/or authorizing overtime work for employees under his/her jurisdiction. In addition, appointing authorities are responsible for ensuring fund availability for overtime pay.

2. Limitations:

a. Employees assigned to General Schedule Grades 21 through 24, inclusive, shall be entitled to earn overtime pay only upon the written approval of the appropriate appointing authority.

b. Employees assigned to General Schedule Grades 25 and above shall be entitled to earn overtime pay only upon the written approval of the Chief Administrative Officer.

B. Premium Pay for Holiday Work

No employee occupying a position allocated to a class in the General Schedule above Grade 24 shall be eligible for premium pay for holiday work. However, when expressly directed in writing by the appointing authority to perform such holiday work, such employee shall receive an alternative day or shift schedule day off at the employee's base rate of pay.

Employees occupying classes allocated to Grades 1 through 24 in the General Schedule required to work on designated County holidays shall be paid at the rate of time and one-half the employee's base rate of pay for all hours worked in addition to the employee's regular holiday pay as provided for in Section 16-219(d) and (g) of the Personnel Law.

Should a holiday fall on an employee's regularly scheduled day off, the employee shall receive an alternative day or shift schedule day off at the employee's base rate of pay.

C. Shift Differential

Any full-time employee whose regularly assigned tour of duty requires that at least 50% of the standard workday be between the hours of 6 p.m. and 6 a.m. will be eligible for

shift differential pay of sixty cents (60c) per hour for all hours actually worked between 6 p.m. and 6 a.m.

Shift differential is considered as premium pay and shall not be included in the rate of base pay used to compute:

all leave categories as provided in Division 17 of the Personnel Law;
holiday premium pay; and
retirement and insurance deductions and benefits.

D. Pyramiding of Overtime and Premium Pay

There shall be no pyramiding of overtime and premium rates. Only one overtime or premium rate will be paid for the same hours worked.

E. Special Compensation for Certain Health Department Employees

This provision shall be applicable to positions within the Environmental Sanitarian IV, G-27, Environmental Sanitarian V, G-29, Deputy Director, Directorate of Environmental Health, G-31, Engineer IV, G-28, Administrative Assistant IV, G-27, Disease Control Specialist I, G-18, Disease Control Specialist II, G-21, Disease Control Specialist III, G-24, Disease Control Specialist IV, G-27, and Disease Control Specialist V, G-29, classes of work situated in the Department of Health.

to 1. Weeknight Coverage (Monday thru Friday, 4:00 p.m. to 8:00 a.m.)

a. Staff personnel designated to remain on-call for emergencies will receive two (2) hours compensatory time for each day they provide weeknight coverage.

b. Time worked by telephone for the resolution of emergencies shall be compensated with compensatory leave on a hour-for-hour basis.

c. Work time spent at an emergency site, including travel time to and from the emergency site, will be compensated at the employee's straight-time rate or by straight compensatory time, at the employee's election.

2. Weekend and Holiday Coverage (8:00 a.m. Saturday to 8:00 a.m. Monday; or 8:00 a.m. on a holiday to 8:00 a.m. the following day)

- a. Staff personnel designated to remain on-call for emergencies on a weekend day will receive twenty-five dollars (\$25); forty dollars (\$40) for each holiday or six (6) hours compensatory time per day at the employee's election.
- b. Time worked by telephone for the resolution of emergencies shall be compensated with compensatory leave on a hour-for-hour basis.
- c. Work time spent at an emergency site, including travel time to and from the emergency site, will be paid at the employee's straight-time rate or by straight compensatory time, at the employee's election.

F. Clothing Allowance for School Crossing Guard Supervisor

Employees occupying the classification of School Crossing Guard Supervisor who are required to wear uniforms shall be entitled to an annual clothing allowance as approved by the Chief of Police.

G. Special Compensation for Construction Standard Inspector and Related Classes of Work

Employees in the Construction Standards Inspector IV, G-24, Construction Standards Code Enforcement Officer, G-27, Chief Electrical Inspector, G-27, and Chief, Construction Standards Division, G-33, classes of work will receive a special duty pay supplement at a rate of five percent (5%) per hour above their regular base pay, provided they substantiate to the County that they have passed the Building Officials and Code Administrators (BOCA) examination listed immediately below:

- a. One and two family dwelling building examination
- b. One and two family dwelling electrical examination
- c. One and two family dwelling mechanical examination
- d. One and two family dwelling plumbing examination
- e. Building general examination
- f. Fire protection general examination

Employees in those classes of work specified above who perform commercial electrical inspections will receive a special duty pay supplement at a rate of five percent (5%) per hour above their regular base pay, provided they substantiate to the County that they have passed both the BOCA One and Two

C. Annual Leave Carryover

A maximum of one hundred twenty (120) days of accumulated annual leave may be carried over from one leave year to the next.

D. Personal Leave

One personal leave day shall be granted to all employees eligible for annual leave.

E. Compensatory Leave

Employees assigned to grades in the General Schedule who are otherwise entitled to earn overtime compensation pursuant to Section V. may elect to earn compensatory leave in lieu of overtime compensation, except that employees in Grades 21 through 24, inclusive, are entitled to earn compensatory leave without written approval of the appointing authority.

Accrual and use of compensatory leave shall be subject to the following restrictions:

No employee shall accrue more than 240 hours of compensatory leave. An employee shall be granted compensatory leave by the appointing authority within a reasonable period after requesting leave if the use of compensatory leave does not unduly disrupt the operations of the agency.

An employee covered by the Fair Labor Standards Act who has accrued compensatory leave shall, upon termination of employment, be paid for all unused compensatory leave at the greater of (i) the final regular rate received by such employee, or (ii) the average regular rate received by such employee during the last three (3) years of employment.

F. Administration of Leave

The provisions governing the administration of the above types of leave as well as other types of leave (holiday, administrative, military, military leave without pay, disability, leave without pay, absence without leave, compensatory) are specified in Division 17 of the Personnel Law and Administrative Procedure 284.

VIII. INCENTIVE AWARDS

To the extent that funds have been appropriated for such purpose, employees may be granted incentive awards, subject to the provisions of Section 16-209 of the Personnel Law and

Administrative Procedure 216.

IX. **UNEMPLOYMENT INSURANCE**

Employees who are separated from County service may be entitled to unemployment compensation provided that they meet eligibility requirements established by Federal and/or State regulations.

X. **RETIREMENT BENEFITS AND CONTRIBUTIONS**

A. Employees paid in accordance with this salary schedule and who are enrolled in the Maryland State Employee's Retirement Systems shall pay retirement contributions at the rate of five percent (5%) or seven percent (7%) of base salary, depending on plan option selected.

B. Current participants in the Employee's Retirement System may transfer to the Employee's Pension System, which is non-contributory up to the Social Security Wage Base.

C. All classified employees hired on or after January 1, 1980, must enroll in the Employee's Pension System.

D. The County's contribution rate shall be that amount as established from time to time by the State. Employee contributions (where applicable) shall be made through payroll deductions. If changes/improvements in retirement benefits are made, then contributions may be adjusted accordingly.

E. **Supplemental Retirement Benefit**

1. **Benefit Accrual and Amounts.**

Employees hired before January 1, 1991 covered by this salary schedule who elected to participate in the Supplemental Retirement Plan and all employees hired on or after January 1, 1991 will participate in a supplemental retirement benefit program pursuant to rules established in the Supplemental Retirement Plan. The supplemental retirement program will be jointly funded through County and employee contributions. Employee contribution to the Supplemental Retirement Plan will be at the rate of two percent (2%) of base salary. The rate of accrual and amount of the benefit payable under this program are determined as follows:

a. Benefit accrual is at the rate of 0.6% times the number of years of actual and continuous service the employee has as a full-time Prince George's County employee, to a maximum of twenty-five years of actual and continuous service, multiplied by the employee's average annual compensation, as

determined pursuant to paragraph 5, below.

b. Pursuant to paragraph 1, above, the maximum benefit payable to any eligible employee is 15% of the employee's average annual compensation, as determined pursuant to paragraph 5, below.

2. Vesting.

a. Minimum Continuous Service Requirements

No employee covered by this salary schedule shall be entitled to any benefit described in this Section until the employee has completed a minimum of five (5) years of actual and continuous service as an employee for Prince George's County.

b. Vested Benefit

An employee completing the minimum continuous service requirements of paragraph 2.a., above, shall be entitled to receive a monthly benefit as determined pursuant to paragraph 1, above; provided, however, that no employee terminated for disciplinary reasons will be entitled to any benefit under this Section.

3. Benefit Payment.

The benefit accrued by an employee under either paragraphs 1 or 2, above, shall not be payable until retirement at the earlier of age fifty-five (55) and fifteen (15) years of service or age sixty-two (62) and five years of service; or after thirty (30) years of service regardless of age.

4. Funding.

The cost of funding the supplemental retirement benefit described in this Section B will be shared by the employee and the County through regular contributions each pay period. The employee shall contribute, through payroll deduction, an amount equal to one half the cost of providing this benefit, which has been initially determined to be two (2) percent of the employee's base salary.

5. Definitions.

a. Actual Service means service while employed as an employee of Prince George's County.

b. Average Annual Compensation means an amount computed by dividing by three the compensation actually received by an employee during whatever period of thirty-six (36) consecutive months of continuous service will provide the largest total compensation for any such period.

c. Compensation means the basic compensation actually received by an employee for service rendered as an employee for Prince George's County, excluding any overtime or other premium pay, bonuses or other additional compensation.

d. Continuous Service means the most recent unbroken period of employment as an employee of Prince George's County.

XI. **GROUP HEALTH INSURANCE**

A. The Employer shall contribute seventy-five percent (75%) to the cost of the County's health insurance program (other than pre-paid group health plans) for any employee who elects to participate in the program. Participating employees shall contribute the remaining twenty-five percent (25%).

B. For those employees who elect to enroll in a pre-paid group health plan or Health Maintenance Organization (HMO), for coverage effective July 1, 1992, the Employer's contribution shall be equal to eighty-five percent (85%) of the cost of HMO coverage and the participating employee's contribution shall equal the remaining fifteen percent (15%).

C. The Employer shall contribute ninety (90%) to the County's deductible prescription and optical care programs for any employee who elects to participate in either program. The participating employee shall contribute the remaining ten percent (10%).

D. A Dental Plan is available to employees, the cost of which is paid by the employee if the employee elects to enroll in the plan.

XII. **LIFE INSURANCE**

The County shall pay one hundred percent (100%) of the monthly premium for County life insurance for each employee in the amount of two (2) times the employee's annual salary up to a maximum amount of one hundred fifty thousand dollars (\$150,000).

The County shall pay a death benefit of \$5,000 upon the death of any County employee whose death results from an accidental personal injury arising out of and in the course of his/her employment.

XIII. **SOCIAL SECURITY**

Effective January 1, 1992, the County and each employee

paid in accordance with this Salary Schedule shall make contributions to the Social Security fund of 7.65% of the first \$53,400, and 1.45% of the remainder up to \$125,000 paid in wages per employee per calendar year. Employee contributions shall be made through payroll deductions.

Subsequent changes in the Social Security tax rate and/or the taxable wage base as enacted through Federal legislation shall be applied in computing Social Security contributions by the County and each employee.

XIV. **WORKER'S COMPENSATION**

The County will provide, at its own cost, all benefits due to an employee pursuant to the Maryland Worker's Compensation Law, Article 101, Annotated Code of Maryland.

XV. **UNUSED SICK LEAVE PAYMENT**

Employees paid in accordance with this Salary Schedule, upon separation from County service via a non-disciplinary separation, provided proper notice of resignation is given, shall be entitled to a lump sum cash payment for their accrued unused sick leave balance. Such payment shall be computed by taking the total number of unused sick leave hours as of separation, multiplying by the final base hourly rate of pay and dividing by two.

For employees who elect this payment, a zero sick leave balance shall be recorded upon separation. Such payment election shall be in lieu of crediting sick leave toward the pension plan, or of retaining a sick leave balance in the event of return to County Service.

XVI. **PAY PLAN POLICY STATEMENT**

It is the policy of the County that benefits afforded to employees in the Salary Plan are governed by the specific salary schedule to which an employee is currently assigned. If an employee is transferred, promoted, demoted, or in any way moves from one salary schedule to another, any benefits unique to or expressly a function of the former salary schedule are not carried over.

