

Temporary Pay Increases and Separations

Temporary pay increases while performing higher level duties, while serving on a team, or working from another location, on a temporary basis are often processed by agencies and authorized by Division of Personnel. Examples of these temporary increases are as follow:

- TMPUP
- SADJ PT1
- SADJ SPU

Employees that have been approved and are receiving temporary pay increases are entitled to the higher wage when performing those duties. When an employee separates, their pay must be adjusted back to their pay prior to processing the transition (TRSN) document. Delays and/or rejections will delay an employee receiving their final payout.

The transactions to reverse these are as follows:

- TMPDN
- SADJ PT2
- SADJ SPD

If you have any questions, feel free to contact us.