
2409 RETROACTIVE PAY

Effective: December 1986
Revised: May 2014
Last Reviewed: April, 2016
Responsible Office: Comptroller
Approval: Comptroller

PURPOSE

To establish policy for the payment of retroactive salary adjustments as the result of promotion or reclassification.

POLICY

1. Employees are entitled to a retroactive payment if the effective date of a salary increase precedes the beginning of the current pay period.
2. Retroactive payments will only be made with the proper authorization from Human Resources/Compensation.