

Policies of the University of North Texas Health Science Center	Chapter 05 Human Resources
05.807 Longevity Pay and Hazardous Duty Pay	

Policy Statement.

Longevity Pay: Employees of the University of North Texas Health Science Center at Fort Worth are entitled to Longevity Pay.

Hazardous Duty Pay Policy: All commissioned peace officers are eligible to receive hazardous duty pay of \$10 per month for each year of hazardous duty service. Health science center police officers hired before June 1, 1987 receive \$10 per month based on total years of state service.

Application of Policy.

Regular Staff

Definitions.

1. **Eligibility:** All full-time non-academic employees, excluding law enforcement personnel eligible for hazardous duty pay, are eligible for Longevity Pay. Non-academic employees are defined either as (a) employees whose appointments are within the Classified Service, or (b) employees who have an administrative or other staff appointment without regular teaching assignments.

A state employee who retired from state employment on or after June 1, 2005, and is receiving an annuity from a public retirement system based on their state service is not eligible to receive longevity pay.

A state employee who retired from state employment before June 1, 2005, and who returned to state employment before September 1, 2005, is entitled to receive longevity pay equal to the amount the employee is entitled to receive immediately before September 1, 2005. A state employee who retired before June 1, 2005, and who returns to state employment on or after September 1, 2005, is not entitled to receive longevity pay.

2. **Basis of Longevity:** For purposes of determining Longevity Pay, longevity will be the same as the basic State service utilized for determining vacation leave rate accrual which recognizes all service to the State, including part-time, faculty, student employment, and legislative service.

Procedures and Responsibilities.

Procedure / Duty

Responsible Party

1. **Schedule of Payment:** Longevity Pay will be paid in two-year increments in accordance with the following schedule: Human Resource Services/Payroll

<u>State Service in Months</u>	<u>Monthly Longevity Pay</u>
24	\$20
48	\$40
72	\$60
96	\$80
120	\$100

144	\$120
168	\$140
192	\$160
216	\$180
240	\$200
264	\$220
288	\$240
312	\$260
336	\$280
360	\$300
384	\$320
408	\$340
432	\$360
456	\$380
504	\$420

2. **Payments:** Upon completion of 24 months of service, Longevity Pay commences on the first day of the next month at the specified rate, and it continues at that rate until the completion of an additional 24-month service increment. Longevity Pay will not be prorated. A change of status (i.e., completion of a 24-month service increment) which occurs during a month will become effective the first day of the following month.

Human Resource Services/Payroll

Longevity Pay is considered a part of the employee's total compensation although the base salary rate of the employee will not be affected by such payment, and as part of the employee's total compensation, Longevity Pay will affect federal withholding, OASI, retirement contributions, and the amount of group insurance and other benefit calculations.¹

3. **Multiple Appointments:** If a person works in two positions; one eligible for longevity pay and the other eligible for hazardous duty pay, the employee's longevity pay and hazardous duty pay will be paid on a prorated basis.

Human Resource Services/Payroll

4. **Transfers:**

- a.) If a state employee is receiving longevity pay and transfers to a position requiring the performance of hazardous duty, the employee will continue to receive longevity pay for the years of service performed in the previously held position.
- b.) Time spent in a hazardous duty pay eligible position will be used to compute total years of state service.
- c.) If an employee working in a position requiring the performance of hazardous duty transfers to a position that does not require hazardous duty, the employee will no longer receive hazardous duty pay. Based on information above, the time spent in the hazardous duty pay eligible

position and the time spent in the longevity pay eligible position would be used to calculate the longevity pay.

References and Cross-references.

Section 659, Subchapter L., Texas Government Code.

Forms and Tools.

None

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