

U.S. NUCLEAR REGULATORY COMMISSION MANAGEMENT DIRECTIVE (MD)

MD 10.41 PAY ADMINISTRATION		DT-18-02
<i>Volume 10,</i>	Personnel Management	
<i>Part 2:</i>	Position Evaluation and Management, Pay Administration, and Leave	
<i>Approved By:</i>	May Ma, Director Program Management, Announcements and Editing Branch, Office of Administration	
<i>Date Approved:</i>	January 30, 2018	
<i>Cert. Date:</i>	N/A, for the latest version of any NRC directive or handbook, see the online MD Catalog .	
<i>Issuing Office:</i>	Office of the Chief Human Capital Officer	
<i>Contact Name:</i>	Bi Smith	Servicing Human Resources Specialist (names and phone numbers are listed here)
EXECUTIVE SUMMARY		
<p>Appendix 4130-C, Part VIII, is being revised to update and consolidate agency salary schedules. On December 22, 2017, the President signed Executive Order 13819, authorizing pay adjustments for various Federal pay systems. The Executive Order provided for an across-the-board increase of 1.4 percent in the rates of basic pay for the statutory pay systems, including the General Schedule (which the GG salary schedule parallels), and appropriate locality pay increases, reflecting an overall average pay increase of 1.9 percent. Executive Schedule pay levels were increased by approximately 1.4 percent (rounded to the nearest \$100). In addition, Exhibit 7, Wage Grade Schedule, has been removed, since the NRC no longer employs any wage grade employees.</p> <p>Attached are Exhibits 1 through 13, which contain the basic pay and special salary schedules for 2018, including locality rates for law enforcement officers, and Exhibits A through F, which contain locality rates for non-law enforcement employees. The effective date for all schedules is January 7, 2018.</p> <p>Note: Please remove pages 59 through 97, revised January 19, 2017, and replace them with the new pages 59 through 97, revised January 30, 2018.</p>		

For updates or revisions to policies contained in this MD that were issued after the MD was signed, please see the Yellow Announcement to Management Directive index ([YA-to-MD index](#)).

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U. S. NUCLEAR REGULATORY COMMISSION
NRC MANUAL
TRANSMITTAL NOTICE

CHAPTER NRC 4130 POSITION EVALUATION AND PAY ADMINISTRATION

SUPERSEDED:

Number	Date
Chapter _____	_____
Page _____	_____
_____	_____
Appendix <u>NRC-4130-C, IV</u>	<u>6/10/84</u>
Pages 23-36	

TRANSMITTED:

Number	Date
TN <u>4100-106</u>	_____
Chapter _____	_____
Page _____	_____
_____	_____
Appendix <u>NRC-4130-C, IV</u>	<u>10/1/86</u>
Pages 23-36	

REMARKS:

NRC Appendix 4130-C, Part IV, has been revised to conform with new performance appraisal system requirements relating to within-grade increases. Brief descriptions of these changes are listed below. Please insert superseded pages, where applicable.

NRC Appendix 4130-C

1. A specific statement has been added that NRC is not covered by 5 U.S.C. 5331 et seq. or by OPM rules and regulations pertaining to within-grade increases and quality step increases. However, NRC parallels certain provisions of OPM regulations. (See Part IV, B.)
2. Four generic requirements established to grant an employee a within-grade increase (WIGI) have been added. (See Part IV, B.)
3. The procedures for "Acceptable level of competence" have been clarified to indicate that the most recent rating of record from the most recently completed appraisal period must be at least "Fully Successful" to grant a WIGI. (See Part IV, B.6.b.)
4. New procedures have been added requiring a rating of record be prepared when a WIGI decision is not consistent with the employee's most recent rating of record. (See Part IV, B.6.f.)
5. New procedures have been added relating to delays in acceptable level of competence determinations for WIGIs. (See Part IV, B.7.)
6. Specific reasons for waiving the requirement for an acceptable level of competence determination and granting a WIGI are incorporated and expanded. (See Part IV, B.8.)

7. Procedures concerning a denial of WIGI notice have been changed to indicate that a new performance determination will be made not later than 52 calendar weeks following the original eligibility date for the WIGI instead of the date of denial. (See Part IV, B.11.c.(2)(e))
8. Procedures relating to sustained denial of WIGI cases are clarified by requiring a new performance determination be made no longer than 52 calendar weeks after each denial. (See Part IV, B.12.)
9. Eligibility criteria, limitations and procedural requirements for high quality increases (HQIs) have been removed and placed in NRC 4151, "Non-SES Performance Appraisal System" since HQIs are now a part of the performance management program. (See Part IV, C.2.)
10. Procedures concerning pay authorization for HQIs are now included in this Appendix. (See Part IV, C.3.)

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PART I
GENERAL PROVISIONS

A. APPLICABILITY

The provisions of this appendix apply to all employees, unless otherwise specified, except:

1. Members of the Senior Executive Service.
2. Experts and consultants (See NRC 4139).
3. Administrative Law Judges appointed under 5 U.S.C. 3105 (see 5 CFR Part 930, Subpart B, "Appointment, Pay, and Removal of Administrative Law Judges").
4. To the extent regulations contained in this appendix conflict with or are modified by the negotiated agreement with the employees' exclusive representative, the negotiated agreement shall govern for employees in bargaining unit positions.

B. COVERAGE

This appendix prescribes the salary and wage schedules under which NRC employees are paid and gives instructions for setting and adjusting the rates of individual employees within these schedules.

C. DOCUMENTATION

Unless specifically stated otherwise, pay-setting personnel actions are documented in accordance with instructions in Federal Personnel Manual (FPM) Supplement 296-33.

PART IISALARY SCHEDULES AND RATESA. SALARY SCHEDULES WITH GRADES AND/OR LEVELS

Most NRC employees are in positions under job evaluation systems with grade designations and concomitant salary schedules. With few exceptions (see 5., below), NRC employees are paid under this appendix in accordance with the appropriate schedule of rates. These schedules are issued, normally annually, as bulletins to this appendix.

1. General Salary Schedule

NRC's General Salary Schedule of 18 grades of per annum rates is adopted by the Executive Director for Operations and is applicable to NRC employees in GG positions unless the position is covered by a special salary schedule. This schedule is normally identical to that in 5 U.S.C. 5332(a), from which NRC is exempt.

2. Special Salary Schedules

To aid in recruitment or retention of employees, the NRC may establish or revise a special schedule of rates for any grade or grades of the General Salary Schedule for application to positions in a particular occupational group or line of work (nationwide or in a particular location). The Director, Division of Organization and Personnel, will make an independent analysis of available data including each special schedule issued by the Office of Personnel Management to determine its applicability to NRC's needs for the recruitment and retention of employees. Directors of Offices and Regional Administrators will advise the Director, Division of Organization and Personnel, whenever a recruitment or retention difficulty develops which may justify adoption or revision of a special schedule. See also Part V below.

3. Locality Rate Schedules

NRC employees in locality rate jobs are paid in accordance with locality rate schedules approved by the Director, Division of Organization and Personnel, based upon schedules issued under the Coordinated Federal Wage System (see FPM Chapter 532).

- a. NRC Authority. By definition of the term "agency" under 5 U.S.C. 5342, NRC is excluded from its coverage. However, NRC conforms to the provisions of the Federal Wage System on a voluntary basis. This conformance permits direct use by NRC of the wage schedules issued in each locality for application by all Federal agencies that are actually covered by the system.

- b. Classification and Grading. Locality rate jobs are classified and graded by the methods and standards described in FPM Chapter 532, and FPM Supplement 532-1.
- c. Pay Schedules. Normally separate pay-rate schedules are provided for nonsupervisory jobs, leaders, supervisory jobs, and certain speciality occupations such as printing and lithographic jobs.

4. Federal Executive Salary Schedule

Chapter 53, Subchapter II, Title 5, U.S.C., contains the "Federal Executive Salary Schedule," consisting of five salary levels and an annual rate of basic pay for each level. NRC positions now designated to these levels are shown below:

<u>Level</u>	<u>NRC Position Included</u>	<u>Energy Reorganiza- tion Act, as Amended</u>	<u>U.S. Code Citation</u>
I	None		
II	Chairman, Nuclear Regulatory Commission	PL 93-438	5 U.S.C. 5313
III	Members, Nuclear Regulatory Commission	PL 93-438	5 U.S.C. 5314
IV	Executive Director for Operations*	PL 93-438	5 U.S.C. 5315
IV	Director, Nuclear Reactor Regulation*	PL 93-438	5 U.S.C. 5315
IV	Director, Nuclear Material Safety and Safeguards*	PL 93-438	5 U.S.C. 5315
IV	Director, Nuclear Regulatory Research*	PL 93-438	5 U.S.C. 5315
V	General Counsel, Nuclear Regulatory Commission*	PL 93-438	5 U.S.C. 5316
V	Five additional officers at Executive Level V to be determined at the discretion of NRC	PL 93-438	5 U.S.C. 5316

*On the date of publication of this appendix, this position is included within the Senior Executive Service (SES) and, also, continues to be a part of 5 U.S. Code 5315 or 5316, as appropriate. The Civil Service Reform Act of 1978 overlaid the SES upon this position; however, the Congress obligated itself to review the continuation of the SES within 5 years from its effective date.

5. Pay of Administrative Law Judges

Administrative Law Judges appointed under 5 U.S.C. 3105 are the only NRC employees who are in positions subject to Chapter 51 of Title 5, U.S.C. Consequently, such Administrative Law Judges shall be paid in appropriate GS grades pursuant to 5 CFR, Part 930, Subpart B rather than this appendix.

B. SALARY SCHEDULES WITHOUT GRADES

The NRC has exercised its authority under Section 161.d. of the Atomic Energy Act of 1954, as amended (as continued by the Energy Reorganization Act of 1974, as amended) to except itself from the Classification Act of 1949 (Chapter 51, 5 U.S.C.) with regard to the classification and pay of its employees whose positions would otherwise be covered by Chapter 51. The NRC has deemed it necessary and prudent to utilize that authority in certain ways to attract and retain the highly qualified personnel required to carry out the Agency's missions, programs and projects.

1. Professional College Recruitment Schedules

Consistent with its statutory authority, NRC establishes, when necessary, salary rates for the recruitment of college and university graduates to meet the demands of the market place in order to attract the high-quality candidates that are deemed necessary to staff entry-level professional positions in the Agency. As required, the Director, Division of Organization and Personnel, issues appropriate salary schedules for professional recruits from the recent graduates of our Nation's colleges and universities. These schedules are issued, when required, as bulletins under this appendix.

2. Scientific and Technical Pay Authority

When the Congress permitted the NRC to continue to use the authority in Section 161.d. of the Atomic Energy Act of 1954, as amended, to except its positions from the civil service laws, it also provided the NRC with the latitude and discretion to fix the pay of scientific and technical personnel, limited only to the highest rate of pay payable to a GS-18 position under the General Schedule of the Classification Act of 1949, as amended.

Thus, when NRC deems it necessary, scientific and technical personnel may be paid any rate of pay up to the level then currently payable to a GS-18 position under the General Schedule. This is often referred to as NRC's "scientific and technical pay authority." This authority may be, and has been, used to establish special salaries for groups of or individual scientific and technical positions. See also Part V below.

C. APPLYING BASIC RATES TO EMPLOYEES

1. Pay Computation Rules

Except as provided in 2., below, the following pay computation rules apply:

- a. the basic per annum rate for an NRC full-time employee is considered as payment for employment during 26 pay periods (see b. below), each consisting of 80 hours of regularly scheduled work.
- b. such employee is paid at 2-week intervals for a pay period which consists of 2 consecutive administrative workweeks.
- c. the basic hourly rate is 1/2087th of the annual rate. If any fraction of a cent results, this is adjusted to the nearest cent, counting one-half cent and over as a whole cent.
- d. the basic biweekly rate is derived by multiplying the hourly rate by 80 (or by the number of hours worked during the pay period, if a part time or intermittent ("W.A.E.") employee).
- e. the current Office of Personnel Management Salary Table is used for information on basic hourly or biweekly rates (as well as premium pay rates for overtime, night, and Sunday and holiday pay) for employees in GG grades or equivalent rates.

2. Pay of Commission Members

The Chairman and Commissioners of the Nuclear Regulatory Commission, whose per annum rates are specified in 5 U.S.C. 5313 and 5314, are exempt from 5 U.S.C. 5504 as "Heads of an Executive Agency." Hence, they are subject to 5 U.S.C. 5505, which states that their pay period covers 1 calendar month and prescribes special rules for division of time and computation of pay on a monthly and fractional monthly basis. (C.G. Decision B-163376 of March 8, 1968.) Pay for a Commissioner commences on the date he/she is sworn into office irrespective of the reporting date for work.

3. Pay of Consultants, Advisers, Experts, and Members of Boards and Committees. See NRC 4139, "Utilization of Consultants and Members."

4. Pay of Locality Rate Employees

NRC locality rate employees, by administrative determination, also are paid at 2-week intervals for a pay period which consists of 2 consecutive administrative workweeks. Where an annual rate is contained in a locality rate schedule, as for certain supervisory employees, hourly and biweekly rates are derived as in 1., above.

D. LIMITS ON GROSS PAY

1. Statutory Limitation on Premium Pay. See NRC 4136.
2. Limitation on Pay from More Than One Civilian Office or Position. See FPM Supplement 990-2, Book 550.
3. Limitation on Pay in Case of Reemployment of Retired Federal Employees. See FPM Supplement 831-1.
4. Limitation on Retired or Retirement Pay of Retired Officers of the Uniformed Services in Federal Civilian Employment.

See FPM Supplement 990-2, Book 550. (In general, under the Dual Compensation Act, 78 Stat. 494, such retired officer is entitled to the full Federal civilian salary, and his/her retired or retirement pay is reduced to an annual amount computed by the responsible military pay center in accordance with the instructions contained in Title 5 of the United States Code.)

E. MINIMUM SALARY OR WAGE RATES

The Fair Labor Standards Act, as amended (see 5 CFR Part 551) requires that all nonexempt employees be paid at or above a prescribed minimum rate. This includes all nonexempt locality rate, graded, and Administratively Determined nongraded employees. Criteria for determining "exempt" or "nonexempt" status are provided in NRC 4136.

The Fair Labor Standards Act requirements are applicable in the 50 States, the District of Columbia, Puerto Rico, the Virgin Islands, Outer Continental Shelf Lands (Chapter 345, 67 Stat 462), American Samoa, Guam, Wake Island, Eniwetok Atoll, Kwajalein Atoll, Johnston Island, and the Canal Zone.

PART IIISETTING RATES IN PERSONNEL ACTIONS

A. APPOINTMENTS

1. New to Federal Service

- a. An appointment of a person new to Federal service to a position in the NRC (GG or locality rate) shall be made at the minimum step rate of the appropriate grade in the schedule applicable to the position being filled, except where a higher rate may be justifiable under G. below, or in accordance with b., c., and d. immediately below.
- b. Under its scientific and technical pay authority arising from Sec. 161.d. of the Atomic Energy Act of 1954, as amended, the NRC may appoint personnel to scientific and technical positions at individually determined rates of pay not to exceed the maximum rate payable to a GS-18 position under the General Salary Schedule. (Known as "AD" and "S&T" rates - see G. and Part V below.)
- c. Rates of pay for recent college and university graduates may be established periodically to coincide with the Agency's college recruitment program for entry-level professional positions. (See Part II, B.1. above)
- d. Pay schedules are also established from time to time for special employment programs, such as cooperative work-study arrangements with colleges and universities, summer youth employment, and stay-in-school work. Pay rates for these programs are established and revised as required via bulletins to this appendix.

2. From Another Federal Agency

- a. Except as provided in b., below (the "highest previous rate rule"), when an employee is appointed by transfer from another Federal agency without a break in service, the initial NRC pay rate shall be determined as follows:
 - (1) Except as in (5) below, in a transfer at the same GG or locality rate grade, the employee shall receive the step rate payable in NRC for the step of the grade held by the employee in the former agency.

- (2) Except as in (5) below, in a promotion to a position at a higher grade than previously held, (see B. below for definition of "promotion"), the rate in the higher grade will be determined in accordance with B.2. below.
- (3) Except as in (5) and (6) below, in a change to a lower grade than that previously held (see C. below for definition of "change to lower grade"), the rate in the lower grade will be that scheduled step rate which is equal to or next higher than the rate held previously by the employee in the higher grade; or the maximum scheduled rate in the NRC position if there is no scheduled rate which meets the above requirement.
- (4) Except as in (5) and (6) below, when an employee is appointed to a position in NRC from a GM (Merit Pay) position under the Federal Merit Pay System in another agency, the NRC salary shall be set as follows:
 - (a) When appointed in NRC at the same or lower grade as that held in the former agency, the step rate in the applicable NRC salary schedule shall be selected which is closest to the employee's current rate under Merit Pay that does not result in a loss of pay; usually this will be the step rate in NRC immediately above the rate being paid to the employee in the former agency. If the rate being paid to the employee in the former agency is identical to a step rate in the grade to which the employee is appointed in NRC, that step rate shall be selected in NRC. In a change to lower grade appointment, if the rate being paid in the former agency exceeds the rate range of the lower grade, the top step of the lower grade shall be selected.
 - (b) When appointed in NRC to a higher grade, the appointee's new pay rate in the higher grade shall be computed as follows:

The starting point shall be a theoretical calculation of what the person would have been making in NRC had he/she been at a step rate of the grade from which appointed in the applicable NRC salary schedule. That calculation shall be made as described in (a) immediately above. Then, the new salary for the higher grade in NRC shall be established based on the "two-step increase" principle used for GG promotions as described in B.2 below.

- (5) An employee transferring to an NRC position who has been under grade or pay retention in his/her immediately previous position shall be entitled to continue such grade or pay retention, as applicable, in accordance with Part VI below. However, note that such an employee is not entitled to priority consideration for repromotion - see Part VI, C.6. below.
- (6) An employee transferring to an NRC position at a lower grade than his/her immediately previous position who presents evidence acceptable to the NRC that he/she would be reduced in grade or separated due to reduction-in-force action if he/she remained in the losing agency may be granted grade and/or pay retention, as applicable, in accordance with Part VI below if the approving official and the personnel specialist determine that this would be in the best interest of the NRC. Note that such an employee is not entitled to priority consideration for repromotion -see Part VI, C.6. below.

b. "Highest Previous Rate Rule"

However, in any case described above, the employee may be paid at any step rate for the grade of the new position which does not exceed the employee's highest previous rate, as determined in (3) below. In situations not addressed fully herein, it is the intent of NRC to determine the employee's highest previous rate by following the guidance contained in FPM Supplement 990-2, Book 531, unless following the FPM would conflict with a stated NRC policy or procedure, in which case the NRC policies and procedures prevail. If the highest previous rate falls between two step rates in the grade for the new position, the employee to whom the highest previous rate rule is being applied will normally be given the higher step rate. In no case will an employee be paid less than the minimum step rate for the grade of the position.

- (1) Normally, the highest previous rate should be considered instead of following the rules in a. above only where (a) the work and conduct record of the individual concerned is entirely satisfactory and (b) the training and experience gained at the highest previous pay rate can be anticipated to make a substantial contribution in the performance of the duties of the new position. Thus, after a long absence from work (such as over 2 years in professional or related fields of work or over 10 years in clerical work), or where recent related experience is lacking, or if a new type of work is to be done, the highest previous rate should not normally be applied.
- (2) Whenever an appointee is granted a step rate by application of the "highest previous rate rule," notation must be made on the Notification of Personnel Action (SF-50)

in accordance with FPM Supplement 296-33, stating that the highest previous rate is the basis for selecting the rate.

(3) An employee's highest previous rate is determined as follows:

(a) Except as in (b) below, the rate shall be one paid the employee while under an appointment not limited to 90 calendar days or less, or while employed with a regular prearranged tour of duty over a period of at least 90 calendar days, or while employed without a regular prearranged tour of duty on at least 64 calendar days in pay status over a period of at least 90 calendar days.

(b) The rate shall not be based on a rate:

1 paid while serving as an expert, advisor, or consultant, under 5 U.S.C. 3109; or

2 resulting from a temporary promotion of less than 90 calendar days' duration.

(c) If the highest previous rate was earned in a position subject to the same type of schedule by subsequent amendments of that as the NRC position, it is increased by subsequent amendments of that schedule. EXAMPLE: Employee who was transferring to NRC on June 13, 1982, had been a GS-8/1 in 1963 (then \$6080 per annum). The rate in effect for GG-8/1 (NRC's GG schedule is equivalent to the GS schedule) as of June 13, 1982 was \$17,634, which was thus the current value of the employee's highest previous rate.

(d) If the highest previous rate was earned in a position subject to another type of schedule than the NRC position (including a special schedule), an equivalent rate is first selected by comparing the actual rate earned at the time of service with the rates in the schedule to which the NRC position is subject which was in effect as of the last date of the employee's service in that position.

1 When the actual rate is the same as a rate in the schedule to which the NRC position is subject, that rate is the equivalent rate.

2 When the actual rate is the same as a rate which occurs in more than one grade under the schedule to which the NRC position is subject.

the rate which is greater when converted under (e) below is the equivalent rate.

3 When the actual rate falls between two rates in the schedule to which the NRC position is subject, the higher rate is the equivalent rate.

4 When the actual rate falls between two rates in more than one grade in the schedule to which the NRC position is subject, the rate which is greater when converted under (e) below is the equivalent rate.

(e) The rate determined under (d) above is converted to the equivalent rate under the currently effective schedule to which the NRC position is subject, and that rate is the employee's highest previous rate.

(f) Examples of Highest Previous Rate Determinations:

1 Employee who separated from Federal service in March 1963 as Foreign Service Officer, Class 8, \$6095 per annum, was appointed to a GG position in NRC in June 1982. In the GS schedule (equivalent to the current GG schedule) in effect in the AEC (NRC's predecessor agency) during March 1963, the annual rate of \$6095 appeared only once, as the rate for GS-7, step 4. The value of GG-7, step 4, in the GG schedule in effect during June 1982, was \$17,515. This was therefore the employee's highest previous rate.

2 Employee who separated from Federal service in March 1963 as a postal field service employee, PFS-4, step 5, \$5205 per annum, was appointed to a GG position in NRC in June 1982. In the GS schedule in effect in the AEC during March 1963, the annual rate of \$5205 appeared twice: as the rates for GS-5, step 5, and GS-6, step 2. The value of GS-5, step 5, in the GG schedule in effect during June 1982, was \$14,566; the value of GG-6, step 2, in that schedule was \$14,806. Since \$14,806 was higher, this was the employee's highest previous rate.

3 Employee was appointed by transfer to a GG position in the NRC in December 1982, from a locality rate position in another Federal agency at WG-4, step 3, \$7.46 per hour. The equivalent annual rate for \$7.46 per hour is \$15,517. This rate was between steps 9 and 10 for GG-4 in effect during December 1982, between steps

5 and 6 for GG-5, and between steps 2 and 3 for GG-6. As GG-6, step 3, \$15,895 was higher than either GG-4, step 10 (\$15,531) or GG-5, step 6 (\$15,599), \$15,895 was the employee's highest previous rate.

- (g) The employee's highest previous rate may have been attained in a position in any branch of the Federal government (executive, legislative, or judicial), or in a mixed government ownership corporation (such as one in which there is Federal-State or Federal-County financing and operation). In regard to former service in the legislative branch, the highest previous rate rule may be applied to a Member of the Senate or House of Representatives or an employee whose pay was disbursed by the Secretary of either House, but only where, in either case, the Member or employee has completed 2 or more years of service.

3. Following a Period of Separation from Federal Service

When a person is appointed following a period of separation from Federal service with either the NRC or another Federal agency, the employee may be paid at the first step of the grade or at any step of the grade up to and including the highest previous rate as determined in accordance with 2.b., above. (Note that nonworkdays falling between otherwise continuous periods of service are not considered as interrupting such service (45 C.G. 345) .)

4. Effective Date of Appointment. When the appointee enters on duty on a Monday, or on a Tuesday when the preceeding Monday was a legal Federal holiday (or day observed by Federal employees in lieu of a legal Federal holiday), the effective date of the appointment shall normally be the preceeding Sunday, provided the appointee had accepted the appointment prior to the Sunday. (Note that in cases when the Monday is a holiday (or day observed in lieu of a holiday), when the appointee had accepted the appointment prior to the Sunday, and when the appointment was made effective Sunday, the appointee who enters on duty on the Tuesday is entitled to pay for the Monday holiday (45 C.G. 660).)

B. PROMOTIONS

1. Definition: The official change of an employee from one grade level to a higher grade level in the same pay system, or to a position with a higher representative rate under a different pay system.
2. With the exception of employees receiving retained pay under Part VI below (see 5. below) and application of the "highest previous rate rule" (see 3. below), an employee promoted permanently or temporarily from one GG grade to a higher GG grade receives

the lowest step rate in the higher grade that exceeds the employee's step rate in the lower grade by not less than an amount equal to two step increases in the lower grade. An employee promoted permanently or temporarily from one locality rate grade to a higher locality rate grade; or from a GG position to a locality rate position with a higher representative rate; or from a locality rate position to a GG position with a higher representative rate, receives the lowest step rate in the higher grade (not to exceed the top step of the higher grade) which exceeds the employee's step rate in the lower grade by at least four percent of the representative rate of the grade from which promoted. When the promotion is to a position in a different wage area, the employee's pay entitlement shall be determined as if there were two pay actions - a promotion and a re-assignment - and they shall be processed in the order which gives the employee the maximum benefit.

3. The employee may be eligible for a higher rate by reason of application of the "highest previous rate rule" (see A.2.b., above).
4. Time-in-grade requirements for promotion are set forth in Appendix 4108, Part VI.
5. When an NRC employee who is receiving a retained rate of pay under Part VI below is promoted, the employee is entitled to the higher of:
 - a. basic pay at a rate two steps above the rate the employee would have been receiving if Part VI below were not applicable to him/her; or
 - b. his or her existing rate of basic pay.
6. Upon termination of a temporary promotion, the employee concerned will be placed at the step rate in the grade from which temporarily promoted that would have been applicable if the temporary promotion had never taken place - see also Part IV, B.8. below. (See NRC Appendix 4108 for regulations governing making and terminating temporary promotions.)

C. CHANGES TO LOWER GRADE

1. Definition: The official change of an employee from one grade level to a lower grade level in the same pay system, or to a position with a lower representative rate under a different pay system.
2. Involuntary Changes to Lower Grade - When Eligible for Grade and/or Pay Retention

See Part VI for regulations concerning Grade and Pay Retention.

3. Involuntary Changes to Lower Grade - When Not Eligible for Grade and/or Pay Retention

When an employee's change to lower grade is a consequence of performance or conduct deficiencies; or upon the consent of the employee to a demotion in lieu of action for such causes, the employee's pay rate in the lower position may be established at the first step of the grade, or at any step of the grade up to and including the step for which the employee is eligible by reason of application of the "highest previous rate rule" (see A.2.b., above); and a new step increase waiting period shall begin on the effective date of the action.

4. Voluntary Changes to Lower Grade

- a. Except as in 3. above and b. and c. below, when an employee requests a change to lower grade, or is changed to a lower grade for his/her personal convenience, the employee's pay rate in the lower position may be established at the first step of the grade, or at any step of the grade up to and including the step for which the employee is eligible by reason of application of the "highest previous rate rule" (see A.2.b., above); and this action does not provide an equivalent increase nor start a new waiting period for regular within-grade increases in the lower grade.
 - b. Except as in c. below, when an employee requests a change to lower grade with the prospect of repromotion back to the former grade within 6 months (e.g., a demotion to acquire experience in a new line of work), the employee shall be placed in a rate no higher than that rate in the lower grade which, upon promotion back, will place the employee in the rate in the higher grade which he/she would have attained had he/she remained in that grade.
 - c. See Part VI, C.1.c. below for regulations concerning applicability of grade and/or pay retention in voluntary changes to lower grade.
5. See B.6. above for regulations concerning change to lower grade upon termination of temporary promotion.

D. REASSIGNMENTS

1. Definition: The official change of an employee from one position to another position at the same grade in the same pay system, or to a position with the same representative rate under a different pay system.
2. Except as in 3. below or by application of the "highest previous rate rule" (see 5. below), when an employee is reassigned from one position to another position in the same type of grade and salary schedule, the employee's step in the grade shall remain the same.

If the salary schedule for the new position is a special schedule with higher rates than the schedule for the employee's former position, but both are in the same type of schedule (e.g. both are GG), the resultant increase in pay is not considered an equivalent increase nor does it start a new waiting period. (See 3. below for procedures governing reassignment to positions to which a schedule with lower rates applies.)

3. When an employee is reassigned from a position to which a special schedule applies to a position to which a schedule of the same type but with lower rates applies:
 - a. If the change is considered to be for the best interests of the NRC rather than at the employee's request, and is not due to the employee's conduct or performance deficiencies, the employee's step rate shall be determined as follows:
 - (1) If the employee's basic rate in the special schedule is equal to a rate in the grade for the new position, that step rate will be selected.
 - (2) If the employee's basic rate in the special schedule falls between two steps in the grade for the new position, the higher step rate shall be selected.
 - (3) If the employee's basic rate exceeds the maximum step rate in the grade for the new position, the employee shall be entitled to the retained pay entitlements listed in Part VI.
 - b. If the change is solely at the employee's request or for the employee's personal convenience, the employee shall keep the step number in the grade and be reduced in pay. (The circumstances permitting such a change should be recorded in writing, signed by the employee and filed on the left hand side of the employee's OPF.)
 - c. If the change is due to the employee's conduct or performance deficiencies, the employee's pay rate in the new position may be established in accordance with either a.(1) and (2) or b. above, or at any step in the new position which falls between the steps arrived at using a.(1) and (2) and b. above. (However, note that if the employee's pay is thus reduced, the procedures in NRC 4151 governing performance deficiencies, NRC 4171 governing conduct and combined conduct/performance deficiencies, or the collective bargaining agreement, as appropriate, must be followed.)
4. Except by application of the "highest previous rate rule" (see 5. below), when an employee is reassigned between positions in different types of salary schedules (e.g., WG to GG), or from a position paid at an AD rate, or from an ungraded position to a graded position, his/her salary shall be the lowest step in the new position

which is equal to or greater than his/her current position. However, if the employee's salary is above the maximum step of the new position, the employee may be entitled to retained pay under Part VI below.

5. The employee may be eligible for a higher rate by application of the "highest previous rate rule" (see A.2.b. above).

E. SIMULTANEOUS ACTIONS

When an employee becomes entitled to more than one salary change at the same time, the changes will be processed in the order which gives the employee the maximum benefit.

F. RATE ADJUSTMENT FOR GG SUPERVISORS OF LOCALITY RATE EMPLOYEES

1. An employee in a GG position who regularly has continuing responsibility for direct supervision of one or more locality rate employees (including supervisors) may be paid at the step rate (up to the maximum step of the grade) which exceeds the highest basic rate being paid to any such locality rate employee. Only the basic pay (excluding premium pay) of regular full-time locality rate employees may be used as the basis for the setting of the supervisor's step rate.
2. When a GG supervisor receives a cost-of-living allowance and/or a post differential (based on hardship), and the supervised locality rate employees do not receive a separately stated cost-of-living allowance and/or post differential, the supervisor's cost-of-living allowance and/or post differential will be added to the basic rate and the total used for any pay adjustment allowed under 1. immediately above.

G. EXCEPTIONS TO PRESCRIBED PAY PROCEDURES

1. Scope

- a. A new appointment (that is, a first appointment to Federal service) (GG or locality rate) may be made at a step rate of the appropriate grade higher than the minimum step rate as an exception to the pay procedures in this Part when it is determined to be in the best interest of NRC and approved in accordance with the following procedures.
- b. A new appointment to a graded or ungraded "scientific or technical" NRC position may be made at a rate other than a scheduled step rate (an "Administratively Determined," or "AD" rate if within the GG-1-15 range; a "Scientific and Technical," or "S&T" rate if within the GG-16-18 range) up to the highest rate payable to Grade 18 of the current General Schedule under 5 U.S.C. 5332. Such action is taken as an exception to the pay procedures in this Part under NRC's "scientific

and technical pay authority" (see 4130-0424), and approved in accordance with the following procedures.

- c. A new appointment to a graded nontechnical GG-1-15 position may be made at a rate other than a scheduled step rate, provided that the rate falls between the lowest and the highest steps of the position. Such an unscheduled rate is also an "AD" rate, and is approved in accordance with the following procedures.
- d. The salary of an NRC employee being changed from one type of appointment to another (e.g. conversion from an NRC Regular (E) to an NRC Limited (E) appointment) may be set in accordance with a., b., or c. above as an exception to the pay procedures in this Part when it is determined to be in the best interest of the NRC and approved in accordance with the following procedures.

- e. Note that exceptions to the general rule regarding time limits in promotion actions are provided for in Part

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f. The salary of an NRC employee may be adjusted by the Director, O&P, to at least equal the minimum salary of an OPM special salary schedule for that series, grade and location in the competitive service.

2. An exception must be within the scope of NRC's authority to fix the pay of employees, as contained in Section 161.d. of the Atomic Energy Act of 1954, as amended, and not in violation of other pay provisions applicable to NRC employees, such as those referenced in Part II.D., "Limits on Gross Pay."

- b. A request for an exception shall be made only after considering operating needs and alternative procedures.
- c. Prior consideration shall be given to the possible impact on other employees and the possible effect in future personnel actions affecting the employee concerned.
- d. Exceptions to prescribed pay procedures shall be approved only to relieve inequities that would result in special circumstances from application of the normal salary procedures in NRC Chapter 4130 and this Appendix. An exception will not be approved if intended primarily to recompense an employee for a loss of premium pay as a result of a change in either position or work schedule; or if intended to persuade a Federal employee to accept a lateral transfer.

3. Procedures

- a. New Appointments. It is the selecting official's responsibility to justify a request that an employment offer be made at a higher step than step 1 of the grade, or at a rate other than a scheduled step rate, as an exception to the pay procedures in this Part. The selecting official shall prepare a written

justification and forward it through the Director, Division of Organization and Personnel, to the appropriate approving official. The written request shall include justification that fully addresses the following points:

- (1) The scope and intensity of the search for qualified candidates.
- (2) Evidence that the candidate to whom the selecting official requests an offer be made possesses:
 - (a) especially applicable qualifications in comparison to other currently certifiable, available candidates, such as outstanding experience which is uniquely adapted to the position; and/or
 - (b) outstanding attainments recognized by leaders and experts in the field of work of the new position.
- (3) Evidence that the candidate would incur a loss of currently earned income if step 1 were offered.
 - (a) That evidence may include:
 - 1 such information as is available to indicate that the candidate will not accept step 1 of the appropriate grade of the position.
 - 2 the candidate's current salary.
 - 3 bonuses the candidate has received over a period of 3 or more years (to be averaged in the NRC's consideration of their value).
 - 4 comparison of private fringe benefit programs (including the regular use of a company car for personal use) to the Federal fringe benefits package of leave, holiday pay, life insurance, health insurance, retirement, bonuses, and awards.
 - 5 additional income from consulting or other services permitted by the current employer to be performed away from the job during normal working hours, and which would be lost if the applicant accepted employment with the NRC.
 - 6 additional income currently being received from other outside employment performed outside currently normal working hours only when the work cannot be performed if the candidate becomes an NRC employee.

- 7 the average annual value over 3 years or more of stock options offered and accepted from the current employer.

(b) Evidence in (3) may not include consideration of:

- 1 additional pay previously or currently received for exposure to work hazards, hardships, inconveniences, or danger, because the NRC job evaluation system (Appendix 4130-A) includes such considerations under its "Working Conditions" and "Effort" evaluation factors. Thus, military pay for flight or submarine duty is not an appropriate pay consideration in NRC unless the basis for the added military pay can be shown to have a direct and immediate relationship to the specific position for which the candidate is to be hired.

- 2 tax differentials between geographic locations.

- 3 overtime pay in the current position.

- 4 anticipated cost-of-living adjustments in the current position.

- 5 remote work site allowances in the current position.

- 6 unreimbursed costs associated with moving the employee's residence, because, if granted, such would be the equivalent of paying for what is not authorized in law.

(4) Competing offers of employment if applicable. Best evidence is written, signed offers from competing employers. If a written offer is not available, other verifiable forms may be accepted.

(5) The expected effect, if any, that the requested exception would have on current employees' morale if and when they became aware of this special salary treatment.

- b. Current Employees. (See also Part V, 3., for procedures governing Supergrade Equivalent Scientific and Technical (S&T) positions.) It is the supervisor's responsibility to justify placing an employee in an S&T or an Administratively Determined (AD) position, setting an employee's rate at an S&T or AD rate, or changing that rate, as an exception to the pay procedures in this Part. The supervisor shall prepare a written justification and forward it through the Director, Division of Organization and Personnel, to the appropriate approving official. The justification shall fully explain how the

request meets the conditions set forth in 2. above, and how granting it would be in the best interests of the NRC.

- c. The SF-50 documenting any personnel action at a rate which is an exception to prescribed pay procedures under these provisions shall cite in the remarks section, "The exception to pay procedure was approved by (title of approving official), (date) in accordance with (cite specific section) of Appendix 4130-C, and supporting documentation from (Title of selecting official)." The supporting documentation shall be filed on the right hand side of the employee's official personnel folder along with the SF-50. In cases where the assigned rate is other than a scheduled step rate, the position shall be documented as follows:
- (1) For a graded position, the grade shall be shown in Block 30 on the SF-50, but the step shall be shown in Block 31 as "00."
 - (2) For ungraded positions paid in the GG-1-15 range, the grade (Block 30) shall be shown as "AD," and the step (Block 31) as "00."
 - (3) For ungraded positions paid in the GG-16-18 range, the grade (Block 30) shall be shown as "SR," and the step (Block 31) as "00." ("SR" is used rather than "ST" because, under OPM's coding system in FPM Supplement 292-1, "ST" applies only to positions filled under 5 U.S.C. 3104, which is not applicable to NRC's positions.) See also Part V for procedures governing Supergrade Equivalent Scientific and Technical (S&T) positions.

PART IV
STEP INCREASES

(Where a negotiated agreement with the employees' exclusive representative conflicts with the provisions of this Part, the negotiated agreement shall govern for bargaining unit employees.)

A. BASIC CONCEPTS

1. It is the policy of NRC to provide step increases to compensate an employee for performance at "an acceptable level of competence" and for "high quality" periods of performance above that normally expected in accordance with requirements specified below. The step increase concept is also used to compute the new pay rate in promotion actions and exceptions to prescribed pay procedures (see Part III of this Appendix).
2. Because of the variety of entitlements which has led to each employee's present step rate, there is no necessary relationship between an employee's step rate within a grade and the level of responsibility and difficulty of that employee's position relative to others in that grade. For example, an employee paid at the second step rate in a GG-13 position is not necessarily performing at a more difficult or responsible level than an employee at the first step rate in a GG-13 position.
3. The value of a step increase varies with pay schedule and grade. In the General Salary Schedule, each step increase is normally worth 3 1/3% of the minimum step rate for the grade.

B. REGULAR STEP INCREASES FOR GENERAL AND SPECIAL SCHEDULE EMPLOYEES (See collective bargaining agreement with the employees' exclusive representative for bargaining unit employees.) The NRC is not covered by 5 U.S.C. 5331 et seq. or by Office of Personnel Management rules and regulations pertaining to within-grade increases and quality step increases. However, NRC parallels certain requirements and entitlements concerning within-grade increases as set forth in the Federal Personnel Manual (FPM) for GS employees. Therefore, guidance contained in FPM Chapter 531 and FPM Supplement 990-2, Book 531, may be used for further reference unless that guidance specifically conflicts with a stated NRC policy or procedure, in which case the NRC policies and procedures prevail.

NRC employees at less than step 10 of their current grade shall normally earn a within-grade increase by meeting these four requirements:

- The employee's most recent rating of record must be at an acceptable level of competence, e.g., at least Fully Successful;

- The employee must have completed the required waiting period for advancement to the next higher step of the grade;
- The employee must not have received an equivalent increase during the waiting period; and
- There is a determination of satisfactory conduct during the waiting period.

Specific guidance and procedures relating to within-grade increases follow:

1. Basic Conditions

Each GG employee with an NRC Regular (Excepted), NRC Regular (Excepted) (Conditional), NRC Limited (Excepted), NRC Temporary (Excepted), NRC Noncareer (Excepted), or NRC Professional Term appointment (see Appendix 4108 for definitions of types of appointments), who is being paid at a rate in a numbered step below the maximum step for the grade of the position, will be considered for regular step increases to become effective at the beginning of the next pay period following satisfaction of the following conditions:

- a. For full-time employees, and for part-time employees with a prearranged, regularly scheduled tour of duty, completion of the following number of calendar weeks of creditable service, since the date of last equivalent increase, with proper certification of an acceptable level of competence, is required for advancement to the step rate specified:

<u>Required Period of Creditable Service - Number of Calendar Weeks</u>	<u>For Advancement to Step Rates</u>
52	2, 3, or 4
104	5, 6, or 7
156	8, 9, or 10

- b. For intermittent ("WAE," when actually employed) employees (with no prearranged, regularly scheduled tour of duty), completion of the following number of days in pay status during a period of not less than the specified number of calendar weeks of creditable service, since the date of last equivalent increase, with proper certification of an acceptable level of competence, is required for consideration for advancement to the specified numbered step rate:

<u>Required Period of Creditable Service - Days in Pay Status</u>	<u>Minimum Number of Calendar Weeks</u>	<u>For Advancement to Step Rates</u>
260	52	2, 3, or 4
520	104	5, 6, or 7
780	156	8, 9, or 10

2. Beginning of Period of Creditable Service

The period of creditable service for a regular step increase begins upon initial appointment in the Federal service, or upon appointment after a break in service or time in a nonpay status in excess of 52 calendar weeks, or upon receiving an equivalent increase, or upon change to lower grade under Part III, C.3, above.

3. Creditable Service

The following constitutes creditable service:

- a. Continuous paid civilian employment, regardless of type of appointment, in any branch (executive, legislative, or judicial) of the Federal government. (Nonworkdays falling between otherwise continuous periods of service are not regarded as interrupting such service. 45 Comp. Gen. 345.) This includes:
 - (1) paid leave periods other than the period over which a lump-sum leave payment is computed; or
 - (2) continuous service in a position under any NRC or other Federal Government payplan, or full-time or part-time employment as a consultant or adviser.
- b. Time in a nonpay status (including LWOP, unauthorized absences and suspensions) is creditable up to the following limits. Time in a nonpay status in excess of these limits extends the waiting period by the excess nonpay time, and must be made up by creditable service before the step increase may be granted.
 - (1) For a full-time employee, the limit of nonpay time which is creditable depends on the employee's waiting period for step increases, as follows:

<u>Waiting period in Calendar Weeks for Employee's Step</u>	<u>Permitted Creditable Limit in Nonpay Time</u>
52	80 hours
104	160 hours
156	240 hours

- (2) For a part-time employee with a prearranged, regularly scheduled tour of duty, the table in (1) above may be used to determine the limit of nonpay time which is creditable by multiplying the limits above by the fraction representing the part of a workweek the employee is scheduled to work. (For example, for a "half-time" employee (one with a regularly scheduled 20-hour workweek), up to 40 hours in nonpay status (one-half of 80) is creditable for advancement in step rate if the employee is in a step requiring a 52-week waiting period.)
 - (3) Time in a nonpay status has no significance in this regard for intermittent ("W.A.E.") employees, as these have no prearranged, regularly scheduled tour of duty and are paid only for actual time worked.
 - c. Paid civilian employment prior to a single nonpay period, including separation, provided such single nonpay period was 52 scheduled workweeks or less.
 - d. Service with the Armed Forces when an employee leaves a civilian position to enter the military service, and (1) is reemployed not later than 52 workweeks after separation from active military duty: or (2) is restored to the civilian position after separation from active military duty or hospitalization continuing thereafter as provided by law. (See NRC 4116, "Military Duty: Restoration and Other Actions.")
 - e. Service in essential nongovernmental civilian employment in the public interest during a period of war or national emergency if it interrupts otherwise creditable service.
 - f. Leave of absence granted an employee while receiving benefits under the Federal Employee's Compensation Act.
 - g. Service from the date of an employee's separation from Federal civilian employment with reemployment rights granted by law, Executive Order, or regulation to the date of return to duty in the Federal service through the exercise of those rights.
 - h. The period of leave without pay during an employee's assignment with a state or local government or institution of higher education under sections 3371 - 3376 of Title 5, United States Code (the Intergovernmental Personnel Act).
4. Exclusion From Creditable Service

Creditable service does not include time spent in overtime work or the period of time covered by a lump-sum payment or during which a former employee receives severance pay.

5. Equivalent Increases in Pay

- a. The following types of increases are considered equivalent increases if equal to or greater than the difference between the employee's current rate of basic pay and the next higher step rate of the employee's current grade in which the employee is serving or has served during the waiting period under consideration:
- (1) Except as in b. (3) below, an increase resulting from a promotion or appointment by transfer from another Federal agency to a higher grade position in NRC.
 - (2) An increase granted by the Executive Director for Operations or the Director, Office of Administration, under authority to approve exceptions to salary practices, unless the exception action itself specifies the contrary.
 - (3) An increase in step rate granted to GG supervisors of locality rate employees so as to provide a supervisory differential (see Part III.G, above).
 - (4) Unless specifically excepted by the applicable NRC Bulletin, periodic increases established as a part of a formal system of pay increments for employees hired under the NRC Intern Program or other periodic increases in a formal salary system for entry level or developmental positions.
- b. The following types of increases are not considered equivalent increases even where the amount of the increase equals or exceeds the value of a step increase in any grade in which the employee is serving, or has served:
- (1) An increase in basic rates approved within NRC for its General Salary Schedule, a special salary schedule, or a locality rate schedule.
 - (2) A statutory pay adjustment, (such as the "comparability increase"), including an increase in the statutory pay limitation, or "pay cap." However, even if the statutory pay increase for Performance Management and Recognition System (PMRS) employees, formally Merit Pay employees established by OPM in a given year is one-half the average GS increase, the NRC excludes the entire amount of the annual comparability increase from consideration as an equivalent increase for (PMRS) employees. For example, if the statutory pay adjustment for GS employees in October 1985 is 4 percent, and OPM establishes the increase for GM employees that year at 2 percent; if a GM employee later moves into a GG position in the NRC, that portion of his/her October 1985 increase which represents 4 percent of his/her salary just before the increase is not

considered in determining whether he/she received an equivalent increase. (Any increase which he/she received in excess of the 4 percent is considered.) Note that this regulation differs from competitive service practice in this area.

- (3) A repromotion (or appointment by transfer from another Federal agency) to a grade and step at or below one formerly held by the employee, unless the employee was downgraded from that grade and step for personal cause (that is, based on conduct deficiencies or unacceptable performance of the employee). EXAMPLE: An employee receives a within-grade increase (in another agency) to GS-5/8, \$17,750 per annum, on October 31, 1985. On December 12, 1985, the employee is separated by reduction-in-force. On February 6, 1986, the employee accepts an appointment in the NRC to a position at the GG-4/10 level, \$16,723 per annum. On June 12, 1986, the employee is promoted ("repromoted") to the GG-5/8 level. Because the employee had previously held the GG-5/8 step, this repromotion does not constitute an equivalent increase. This would also be true if the employee had requested the downgrade to the GG-4 level. However, if the employee had been downgraded for personal cause (for example, for unacceptable performance), the repromotion would constitute an equivalent increase. Note that this regulation also differs from competitive service practice.
- (4) An increase made for the specific purpose of correcting an error in a previous adverse action.
- (5) An increase resulting from payment of a foreign or a territorial post differential, cost-of-living allowance, or tropical differential (such as in the Canal Zone).
- (6) An increase resulting from a temporary promotion where the approximate period the promotion will be effective is specifically stated (applied when the employee returns to lower grade and former rate of pay - see also 10. below).
- (7) An increase consisting of premium pay earnings for overtime, night, Sunday, or holiday duty.
- (8) An additional step increase granted in recognition of high quality performance (high quality increase). See also C.4. below for the relationship between high quality and within-grade increases.
- (9) An increase resulting from payments of hazard pay differential for irregular or intermittent duty involving physical hardship or hazard.

- (10) An increase granted by the Chairman, Executive Director for Operations, or Director, Office of Administration, under authority to approve exceptions to pay procedures when the SF-50 contains a statement to the effect that the exception does not represent an equivalent increase for purposes of within-grade step increases.

6. Acceptable Level of Competence Determination

- a. "Acceptable level of competence (ALOC)" means "Fully Successful" performance by an employee of the duties and responsibilities of his or her position and satisfactory conduct which warrants advancement of the employee's rate of basic pay to the next higher step of the grade of his or her position.
- b. The rating of record used as the basis for an ALOC determination for a within-grade increase must be the most recent rating of record and must be at least "Fully Successful" to grant a within-grade increase. (See also f. below)
- c. Step increases shall not be granted automatically upon completion of the required period of service, except as stated in 8., below. NRC requires that before an increase can be granted a positive finding must be made that an employee warrants the higher pay when the waiting period requirement is completed.
- d. Before an employee may be granted a step increase, the supervisor (normally the immediate supervisor) must certify that, because the work has been of an acceptable level of competence and because conduct has been satisfactory, the employee warrants pay at the next higher step rate of the grade. The term "supervisor" means the employee's immediate line supervisor unless specifically stated otherwise in writing by the Office Director. (See 4130-037e.)
- e. If an employee's most recent rating of record is below Fully Successful, the employee is not performing at an acceptable level of competence. For appropriate action relating to employees rated below Fully Successful, see NRC Appendix 4151 or the collective bargaining agreement, as appropriate.
- f. When a within-grade increase decision is not consistent with the employee's most recent rating of record, a more current rating of record must be prepared. For example, when an employee who was not performing at an ALOC improves his or her performance to the Fully Successful or higher level, a current rating of record reflecting the new performance level must be prepared as a basis for granting the employee a within-grade increase. (Note: This new rating of record

may be used for all other purposes except it may not be used to determine additional service credit for reduction in force purposes.)

7. Delay In Acceptable Level of Competence Determinations

An acceptable level of competence (ALOC) determination may be delayed when the employee is the subject of an ongoing investigation for alleged misconduct which is unresolved at the end of the required waiting period.

8. Waiver of Requirement for ALOC Determination

An ALOC determination shall be waived and a within-grade increase granted when an employee has not served in any position for 120 calendar days during the final 52 calendar weeks of the required waiting period for one or more of the following reasons:

- a. periods of absence which are counted as creditable service in the computation of a waiting period or periods under B.3. above. (In particular, NRC employees who have transferred to the International Atomic Energy Agency (IAEA), or other "public international agencies," or under Intergovernmental Personnel Act assignments, with reemployment rights to NRC will be processed for step increases without the required determination so that proper deductions required by law may be made from basic pay for life insurance and retirement, if the former employee elects to retain such coverage.)
- b. periods of paid leave.
- c. when the required waiting period is completed during a period for which the employee is entitled to back pay under NRC 4156, and the employee has little or no service during that waiting period because of the unjustified or unwarranted personnel action.
- d. details to another agency or employer for which no rating has been prepared.
- e. for long-term training. In such a situation, there shall be a presumption that the employee would have performed at an ALOC had the employee performed the duties of his or her position of record for 120 calendar days.

9. Processing Regular Step Increases

- a. Approximately six pay periods before each employee will presumably have completed the period of creditable service for the next step rate in the grade, the Division of Organization and Personnel (O&P) will prepare Form NRC 714, "Notice of Within Grade Increase," (see Exhibit, page 37), by completing items 1 through 16. The partially completed Form 714 will be sent to

- the appropriate office or division (or other major organizational unit) for transmittal to the employee's supervisor.
- b. Upon receipt of Form NRC 714 the supervisor shall consider the employee concerned and determine whether his/her conduct is satisfactory and whether his/her work is of an acceptable level of competence in accordance with 6. above. If the step increase is determined to be warranted, the supervisor shall sign and date the Certification in Part C of Form NRC 714 and forward the Form NRC 714 to O&P or Regional Personnel Officer (RPO) immediately after certification. If the supervisor cannot sign the Certification, the instructions in 11. below, apply for nonbargaining unit employees, and those in the bargaining agreement apply for bargaining unit employees.
 - c. The appropriate Personnel Staffing Specialist (PSS) for a Headquarters Office or RPO for Regional Office shall:
 - (1) ask the payroll office to check the records of the employee for periods of unpaid absence, both excused and unexcused, during the period of service specified in items 8 and 11 of Form NRC-714;
 - (2) note findings in Part B of Form NRC-714, initial in item 17B.;
 - (3) assure that the data on the Form NRC-714 are correct and conform with other requirements set forth in Appendix 4130-C;
 - (4) process a Notification of Personnel Action (SF-50) effecting the within-grade step increase, if all requirements have been properly met; and
 - (5) when nonpay time requires the effective date to be extended, the PSS or RPO shall modify Item 11 of Form NRC-714 by inserting the proper date, and process the SF-50 effecting the within-grade step increase accordingly.
 - d. Effective Date:
 - (1) With proper certification as described above, step increases shall be made effective at the beginning of the first pay period following completion of the required waiting period of creditable service. (Note that if a waiting period is completed on the first day of a pay period, the within-grade increase is not made effective until the first day of the following pay period.)
 - (2) When a step increase is delayed beyond the proper effective date solely through administrative error, unintentional delay, or oversight, the step increase shall take effect retroactively as of the date it was properly due.

- (3) If a within-grade increase is to be granted on the same effective date as an NRC general salary increase, the general salary increase will be processed first and the new salaries reflected in items 10 and 14 of the Form NRC-714.
- (4) If a within-grade step increase is to be granted on the same effective date as another personnel action involving an increase or decrease in a basic rate, such as a high quality increase, promotion, demotion, conversion to another pay schedule, administrative pay increase, or administrative pay decrease, the other personnel action and the within-grade step increase shall be processed in the order which provides the employee with the greater pay benefit. (See also Part III, E. above.)

10. Step Increases in Temporary Promotions

- a. An employee, GG or locality rate, given a temporary promotion in accordance with NRC Appendix 4108, Part VI, is entitled to consideration for step increases in the higher grade concerned. The period of creditable service for such step increases begins with the effective date of the temporary promotion, as this promotion constitutes an equivalent increase for this purpose.
- b. At the same time, the employee is also entitled for record purposes to consideration for step increases in the grade from which temporarily promoted. The period of creditable service in the lower grade begins with the date of last equivalent increase in that grade. See also Part III, B.6. above.

11. Denial of Within-Grade Increase Procedures - Nonbargaining Unit Employees (See the collective bargaining agreement for procedures governing bargaining unit employees.)

- a. When upon receipt of Form NRC 714, the supervisor determines that a step increase may not be warranted at the time the employee will complete the required period of creditable service, the supervisor shall follow the procedures below.
- b. The supervisor shall obtain the advice of the Chief, Labor Relations Branch (LRB), Division of Organization and Personnel. The supervisor shall then inform the employee in writing, as explained below, of the determination that the increase may not be warranted, and that the supervisor will make a decision whether or not to deny the increase not later than the date the employee completes the required waiting period. The written notice shall be given to the employee as far in advance of the date the employee will complete the required period of creditable service as is practicable. (When practicable, this should be done at least 60 calendar days in advance of the date the employee will complete the period of creditable service.)

This advance written notice is not appealable or grievable under an Agency or negotiated grievance or appeal procedure; and failure to provide such advance written notice shall not constitute grounds for granting a within-grade increase which would otherwise have been denied.

- (1) If the determination is based on conduct deficiencies alone, the written notice shall explain specifically in what way(s) the employee's conduct is deficient; if appropriate, how the employee may improve his/her conduct and what amount of time will be allowed to improve the conduct (this will be the period of time until the employee completes the required period of creditable service, which should be at least 60 calendar days when practicable); and if appropriate, that failure to improve the conduct will result in denial of the within-grade increase.
 - (2) If the determination is based on performance deficiencies alone, the supervisor shall follow the instructions in either (a) or (b) below depending on the level of performance:
 - (a) for Unacceptable performance, appropriate action as set forth in NRC Appendix 4151, Part II, G.9. shall be followed; or
 - (b) for Minimally Successful performance, a written notice shall be provided to the employee which explains specifically what way(s) the employee's performance is deficient, how the employee may improve his or her performance, the amount of time allowed to improve performance (at least 60 calendar days, when practicable) and that failure to improve performance will result in denial of the within-grade increase at the end of the waiting period.
 - (3) If the determination is based on combined conduct and performance deficiencies, the supervisor, in consultation with the Chief, LRB, shall determine which deficiency is of the greater importance, and shall follow the instructions in the paragraph above (either (1) or (2)) which pertain to that deficiency. If both are of equal importance, the instructions in both paragraphs above shall be followed.
- c. Not later than the date when the employee completes the required period of creditable service, the supervisor shall: obtain the advice of the Chief, LRB; make a final determination as to whether or not the step increase is warranted; and inform the employee in writing of this determination with the concurrence of the Chief, LRB.

- (1) If the supervisor determines that the within-grade increase is warranted, the increase shall be effective on the first day of the pay period immediately following completion of the required period of creditable service.
- (2) If the supervisor determines that the within-grade increase is not warranted, the written notice of this determination shall include:
 - (a) a statement that the within-grade increase is denied, and the effective date;
 - (b) a statement of the reasons for the denial;
 - (c) a statement that the employee has a right to file a grievance concerning the denial under NRC 4157, "Employee Grievances";
 - (d) a statement that if the supervisor determines at a later date that the employee has demonstrated sustained performance at an acceptable level of competence and satisfactory conduct, a new rating of record shall be prepared and a within-grade increase granted at that time.
 - (e) a statement that in any event, a new determination will be made not later than 52 calendar weeks following the original eligibility date for the within-grade increase.
 - (f) a statement that the Form NRC-714 and the written material pertinent to the determination will be filed, along with the SF-50 documenting the denial, on the right-hand (permanent) side of the employee's Official Personnel Folder (OPF). (However, no such pertinent material shall be filed or remain filed in the OPF if a decision is made at a later date that the within-grade increase had been warranted, and that it shall therefore be granted retroactively on the date when the required period of creditable service was completed.)

12. Further Consideration in Sustained Denial of Within-Grade Increase Cases

In the case of an employee whose work has not been certified to warrant a step increase and the increase was denied, a new Form NRC-714 shall be prepared and a new determination shall be made within 52 calendar weeks from what would otherwise have been the effective date of the step increase.

If it is determined that a step increase is warranted, the Form NRC-714 shall be signed in Part C, and the step increase shall

become effective at the beginning of the next pay period that begins on or after the date that the new certification is made.

If, however, by the expiration of 52 calendar weeks after the step increase was otherwise due, it has been determined that the step increase continues not to be warranted, the employee is entitled to the review and notification process described in 11. above or the collective bargaining agreement, as appropriate. In each formal determination to deny the within-grade increase and, for as long as the within-grade increase continues to be denied, determinations will be made after no longer than each 52 calendar weeks. Action should normally be taken by line management to remedy the situation.

C. HIGH QUALITY INCREASES (HQIs)

1. General. An HQI is an increase in an employee's rate of basic pay from one rate of the grade of his or her position to the next higher rate of the same grade based on performance at the "Outstanding" or "Excellent" level, which is expected to continue.
2. Procedural Requirements. Eligibility criteria, limitations and procedural requirements for HQIs are contained in NRC 4151.
3. Pay Authorization for HQIs.
 - a. Documentation. After evaluation and approval of an HQI request based on the procedural requirements in NRC 4151, the Division of Organization and Personnel (O&P) shall forward two signed copies of Form NRC 252, "Nomination for High Quality Increase," and a completed SF 50, "Notification of Personnel Action" to the Division of Accounting and Finance (DAF). These documents shall be the basis for DAF to make payment.
 - b. Amount of Award. The amount of the HQI is determined by employee's grade level and step. An HQI immediately raises the employee's basic rate of pay one additional step for the grade of his or her position.
 - c. Effective Date. HQIs shall normally be made effective at the beginning of the first pay period following approval by O&P. (Note: if the payroll deadline for the next pay period has elapsed, the HQI is not made effective until the first day of the following pay period.)
4. Relationship Between a High Quality Increase and a Regular Step Increase

High quality increases are in addition to regular within-grade step increases and may be granted effective the same date as a within-grade step increase, in which case the regular step increase will be processed first. A high quality increase is not considered an equivalent increase in pay, and an employee does not start a new waiting period for his/her within-grade increase when he/she

receives a high quality increase. However, note that in some cases, a high quality increase may place the employee in a step with a longer waiting period, so that an additional 52 weeks of creditable service is required before the employee is eligible for his/her next within-grade increase. **EXAMPLE:** An employee receives a within-grade increase to GG-11/6 on June 28, 1981; since advancement to the next step, step 7, requires a 104-week (2-year) waiting period, the employee will be eligible for his/her next within-grade increase on June 26, 1983. However, if the employee receives a high quality increase on May 29, 1983, that will place him/her in step 7; since advancement to the next step (now step 8) requires a 156-week (3-year) waiting period, the employee will not be eligible for his/her next within-grade increase (to step 8) until June 24, 1984, or 156 weeks from the date of his/her last equivalent increase (June 28, 1981). In this type of situation, it is of course greatly to the employee's benefit to delay the high quality increase until the employee has received his/her regular within-grade increase on June 26, 1983.

D. LOCALITY RATE EMPLOYEES STEP INCREASES

1. Regular Step Increases. Locality rate employees with regularly scheduled tours of duty shall be granted step increases upon satisfactory completion of the following requirements:
 - a. Increase to Step 2: completion of 26 calendar weeks of creditable service since last equivalent increase.
 - b. Increase to Step 3: completion of 78 calendar weeks of creditable service since last equivalent increase.
 - c. Increase to Steps 4 and 5 (as applicable): completion of 104 calendar weeks of creditable service since last equivalent increase.
 - d. Additional Requirements: The step increases above shall be granted only if proper certification has been made that (1) the employee's work has been of an acceptable level of competence, and (2) his/her conduct is satisfactory. Certification or non-certification of acceptable level of competence shall follow the same rules and procedures as outlined in B. above.
 - e. NRC adopts and utilizes the Federal Wage System of pay administration for locality rate employees except where it specifically conflicts with a stated NRC policy or procedure. Reference should be made to FPM Supplement 532-1 for discussion of "equivalent increase," waiting periods for employees without regularly scheduled tours of duty, and for guidance on unusual cases, when needed.
2. Other Step Increases. Locality rate employees are not eligible for high quality increases.

Exhibit

NRC FORM 714
(5-81)
NRCM 4130

NOTICE OF WITHIN-GRADE INCREASE

U.S. NUCLEAR REGULATORY COMMISSION

1. ORGANIZATION-NRC-U.S. NUCLEAR REGULATORY COMMISSION	2. PAYROLL PERIOD	3. RUN DATE
4. EMPLOYEE'S NAME	5. NRC ORGANIZATION CODE	6. SOCIAL SECURITY NUMBER

PART A - NOTIFICATION OF BASIC PAY CHANGE

7. NATURE OF ACTION CODE 893 NOTE TO SUPERVISOR: This is a notice of within-grade increase.	8. DATE OF LAST EQUIVALENT INCREASE	9. OLD STEP	10. OLD SALARY
11. DATE EMPLOYEE COMPLETES 52, 104, OR 156 CALENDAR WEEKS, AS APPROPRIATE, FROM DATE OF LAST EQUIVALENT INCREASE (APPROXIMATE EFFECTIVE DATE.)	12. PAY PLAN, OCCUPATION SERIES, GRADE	13. NEW STEP	14. NEW SALARY
15/16 REMARKS:			DATE

PART B - DATA ON UNPAID ABSENCE - FOR FINANCE OFFICE USE

17A. Total number of days and hours of unpaid absences (AWOL, LWOP, SUSP., etc.) during periods from date shown in item 8 through date shown in item 11.	B. INITIALS
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PART C - INSTRUCTION TO SUPERVISOR

Within-grade increases are not granted automatically upon completing the required period of service. Please give careful, judicious consideration to the work performance and conduct of this employee during the service period (See the beginning and completion dates shown in items 8 and 11 respectively, above) and determine whether or not a step increase is warranted in accordance with the criteria in Appendix 4130-C. See Appendix 4130-C if the determination cannot be made or is otherwise delayed beyond the date shown in item 11. If a step increase is warranted, sign and date the certification below, forward the "Personnel Folder Copy" to the Division of Organization & Personnel.

CERTIFICATION

I certify that this employee's performance of duties warrants compensation at the next step of his/her grade because (a) the level of competence in terms of fulfilling the requirements and assignments of his/her position is acceptable in that it is, and has been, above that typified by the marginal employee and (b) his/her conduct is satisfactory.

(SUPERVISOR)

(DATE)

PART VSPECIAL PAY PRACTICES FOR SCIENTIFIC AND
TECHNICAL PERSONNEL

A. AUTHORITY

Section 161.d. of the Atomic Energy Act of 1954, as amended, authorizes the NRC to fix the pay of scientific and technical personnel without regard to the Classification Act of 1949 (now incorporated into Chapter 51 of Title 5, United States Code) to the extent the NRC deems such action necessary to the discharge of its responsibilities, provided that such pay does not exceed the highest rate of grade 18 of the General Schedule (5 U.S.C. 5332(a)). This generic authorization is often referred to as the Agency's "scientific and technical pay authority." (See also Part II.B. above.)

B. USES OF THE NRC'S "SCIENTIFIC AND TECHNICAL PAY AUTHORITY"

1. Special Salary Schedules

When it is determined that the NRC General Salary Schedule rates of pay are not competitive in the market place for the high quality candidates required to meet the NRC's staffing requirements, NRC designs and establishes its own special salary schedules to meet that competition. In so doing, the NRC may concurrently adopt, in whole or in part, the special salary schedules issued by the Office of Personnel Management pursuant to 5 U.S.C. 5303. NRC special salary schedules are issued as bulletins to this appendix and administered in accordance with the provisions of NRC 4130 and this appendix unless provisions of the bulletin state otherwise.

2. Administratively Determined (AD) Positions. See Part III, G. above.3. Supergrade Equivalent Scientific and Technical (S&T) Positions

In a limited number of cases, the NRC has found it necessary to pay certain scientific and technical personnel at a rate within the GG-16-18 range based primarily on their outstanding qualifications. Qualifications at this level are normally demonstrated only after many years of experience based upon a solid foundation of formal education, all of which leads to the recognition of the individual as outstanding in his/her field of work. Evidence of this recognition may take the form of positions previously held (including positions at the national and international levels in professional societies, standards-setting committees, and honorary professional positions); temporary assignments as consultants or advisors to the highest levels of national scientific and engineering organizations, e.g., National Academy of Sciences, or international organizations, e.g.,

International Atomic Energy Agency; publications written; patents received; and general recognition by the leaders in his/her field of work. These positions are established in accordance with Appendix 4130-B.

Fixing the Pay of Supergrade Equivalent Scientific and Technical (S&T) Positions

- a. General Considerations. By the nature of these positions, the incumbent's pay is a reflection of the worth of the position and the qualifications of the individual. An individual rate of pay for each incumbent is the norm, rather than a schedule of rates as for graded employees. Each incumbent's pay rate is individually determined based upon the particular circumstances of the position and the incumbent.
- b. Guidelines for Establishing Initial Rates of Pay. The justification for an initial rate of pay to a particular individual shall be a sound management determination based upon documented evidence. The procedures under Part III, G.3. above shall be followed in establishing a documented record that the initial pay rate was properly established.
- c. Pay Changes After the Initial Rate is Established.
 - (1) By the individual nature of the rates of pay to incumbents of these positions, they are not eligible for periodic within-grade increases such as those covered under Part IV above. Instead, incumbents of these positions shall receive a salary review during each performance appraisal under NRC 4151. (It is expected that an appraisal will occur annually.) It should be understood that due to the individual nature of the pay setting practices for these positions, there is no presumption of an entitlement to an increase upon each performance appraisal. The supervisory management official over the incumbent should consider the general (comparability) increases for graded employees along with the evaluation of the performance of the individual in making recommendations for salary increases.
 - (2) Recommendations for pay changes should be fully justified in accordance with Part III, G.3. above in a memorandum from the line management official who has the authority to initiate personnel actions at the incumbent's level to the Director, Division of Organization and Personnel, who will analyze the the justification for soundness and appropriateness in consideration of similar actions across the Agency. The Director, Division of Organization and Personnel, shall make his/her recommendation for approval or disapproval to the approving official.
- d. Documentation. See Part III, G.3. above.

PART VIGRADE AND PAY RETENTION

A. COVERAGE

This Part establishes rules for grade and pay retention for employees in graded NRC positions from GG-1 through GG-18 or in prevailing rate schedules in NRC comparable to the Federal Wage System, who hold NRC Regular (Excepted), NRC Regular (Excepted) (Conditional), NRC Limited, and NRC Noncareer Excepted Appointments. This Part does not cover employees who hold NRC Temporary or Professional Term appointments; and does not cover positions in the Senior Executive Service, Scientific and Technical Schedule (S&T) positions, and ungraded positions (Administratively Determined positions). However, the Part does cover employees who move from a position which is not covered to a covered position with a covered appointment, except when the employee's appointment immediately prior to the move was on a temporary or term basis. See Part III, A.2.a. (5) and (6) for applicability to employees trans-ferring from other Federal agencies.

B. ACTIONS NOT COVERED

The provisions of this Part do not apply to the incumbent of a covered position who:

1. Except as in C.1.c. below, is reduced in grade or pay at his/her own request, initiated by the employee for his/her benefit, convenience or personal advantage, including consent to a demotion in lieu of one for personal cause;
2. Is reduced in pay based solely on regulations which govern leaving the Resident Inspector Program and in accordance with provisions of an Employee Compensation Acknowledgment signed by the employee;
3. Is reduced in grade or pay for personal cause (that is, based on conduct deficiencies or unacceptable performance of the employee);
4. Has been temporarily promoted into a higher-graded position and is returned to the grade level from which temporarily promoted or to an intervening grade level; or
5. Is appointed to a covered lower-graded position without a break in service from an NRC Temporary or Term Appointment.

C. GRADE RETENTION

1. Actions Covered by Grade Retention

Grade retention applies to:

- a. The individual who is reduced in grade as a result of individual job evaluation action. Such an individual's position which is being reduced must have been evaluated at a higher grade or grades for at least 1 year (52 consecutive calendar weeks) immediately prior to the effective date of the reduction. (See D. below for applicability of pay retention if this condition is not met.)
- b. The individual who is placed in a lower grade as a result of or in lieu of specific reduction-in-force action. Such an individual must have served for at least 52 consecutive calendar weeks in a position or positions at a grade or grades higher than the grade of the position to which the individual is reduced. Note that this does not mean that the employee must have held his/her current grade for a 52-week period; the requirement is met if he/she has held any grade or grades higher than the one to which reduced for a consecutive 52-week period. The 52 consecutive week requirement may be satisfied by a period of service in one or more positions, in one or more agencies, and at one or more grade levels, and any 52 consecutive week period may be used. (See D. below for applicability of pay retention if the condition above is not met.)
- c. With the prior approval of the Executive Director for Operations (EDO), the individual who meets the 52 consecutive week requirement discussed in b. above and who moves voluntarily to a position in a lower grade during a reorganization or reclassification announced by NRC management in writing.
 - (1) Requests for the EDO's approval shall be routed through the Director, Division of Organization and Personnel (O&P), for his/her recommendations.
 - (2) The EDO's approval shall represent a determination that granting grade and pay retention in the instant case will eliminate the possibility of an adverse effect on another employee or will assist management to achieve its aims. It may be granted on an individual, case-by-case basis, or may specify a group which is being affected, which may be all of NRC, or may be one or more occupational, organizational, or geographic components thereof. The approval shall specify whether grade retention shall automatically be granted to all such employees in the group, or shall be granted by the EDO on a case-by-case basis to such employees in the group; and it shall specify the

time period during which such movements will confer grade retention eligibility.

- (3) When an employee accepts a position with grade retention under the circumstances in this subparagraph, he/she must furnish the personnel specialist a written request stating that he/she requests the action voluntarily, and stating that he/she understands the basic entitlements and restrictions of the grade retention provisions of this Part. That request shall be filed on the left side of the employee's Official Personnel Folder.

- d. See Part III, A.2.a.(5) and (6) above for applicability to actions transferring employees from other Federal agencies.

2. Grade Retention Entitlements

When moving from a position under a covered pay schedule, an employee entitled to grade retention retains the grade held immediately prior to the covered reduction in grade. An employee who is reduced in grade from a position not under a covered pay schedule (see also 3. below) retains the lowest grade of the covered pay schedule in which he/she is placed which has a representative rate (see 4130-0417f.) equal to or higher than the representative rate of the grade held immediately before the reduction. If there is no grade in the covered pay schedule with a representative rate equal to or higher than the representative rate of the grade held immediately before the reduction, the employee retains the highest grade in the new pay schedule. (See 4.d. below for determination of the employee's rate of pay.) The employee entitled to grade retention retains the grade for 2 years (104 calendar weeks) beginning on the date the employee is placed in the lower-graded position. If, during the 2-year period of grade retention, an employee is further reduced in grade under circumstances also entitling the employee to grade retention, the employee continues to retain the previous retained grade for the remainder of the 2-year retention period. At the end of that period, the employee is entitled to retain the grade of the position from which the further reduction in grade was made until 2 years have passed from the date of the further reduction in grade.

3. Comparison of Grades in Different Pay Systems

In some situations it is necessary to determine whether the grade of a position in one pay schedule or pay system (e.g., the GG pay system) is lower than, equal to, or higher than a grade in another (e.g., the WG pay system). In making these determinations, the scheduled representative rates of the grades of the two positions will be compared. If the representative rates are equal, the grades are equal. If they are not equal, the grade with the higher scheduled representative rate is the higher grade.

4. Determination of Applicable Salary Schedule and Rate

- a. Under some circumstances, the salary schedule which applies to an individual may depend on factors other than the pay plan and the grade. (For example, there has been in the NRC a Special Salary Schedule for Resident Inspectors at certain grade levels.) While an employee is entitled to grade retention, the salary schedule which will be used to establish the employee's rate of basic pay is that schedule which applies:
 - (1) to the geographical area in which the employee is actually assigned;
 - (2) to the occupational series (or the specific duties if appropriate--e.g., Resident Inspector duties) of the position which the employee is actually occupying; and
 - (3) to the retained grade.
- b. Except as otherwise provided in c. and d. below, if there is a change in the applicable rate schedule when an employee becomes entitled to grade retention, he/she is entitled to the greater of:
 - (1) the employee's rate of basic pay held before the movement;
 - (2) the rate of basic pay in the rate schedule now applicable (that is, applicable to the position to which the employee is moving) for the grade and step held by the employee before the movement; or
 - (3) the lowest rate of basic pay from the rate schedule now applicable which equals or exceeds the employee's rate of basic pay before the movement.

Thus, for example, if a General Engineer, GG-14/5, is downgraded from a position in NRR to a GG-13 Resident Inspector position under the Resident Inspector Special Salary Schedule at a Resident Inspector site under circumstances which entitle him/her to retained grade, his/her salary during the period of grade retention shall be the salary appropriate to GG-14/5 on the Resident Inspector Special Salary Schedule.

- c. However, when the NRC has an established Special Salary Schedule for the Resident Inspector Program, that schedule is considered applicable only to those employees who are actually at Resident Inspector sites performing Resident Inspector duties. Therefore, when an employee is moving from a Resident Inspector to a non-Resident Inspector position, the employee's rate shall be that rate of basic pay in the rate schedule now applicable (that is, applicable to the non-Resident Inspector position) for the grade and step held by the employee before the movement, even though in most cases this

will result in a reduction in the employee's pay. Thus, for example, if a Resident Inspector, GG-14/5, is downgraded from a position at a Resident Inspector site in which he/she was paid under the Resident Inspector Special Salary Schedule to a GG-13 General Engineer position in NRR under circumstances which entitle him/her to retained grade, his/her salary during the period of grade retention shall be the salary appropriate to GG-14/5 on the (non-Resident Inspector) General Engineer salary schedule. This rule is an exception to b. above, and any resulting reduction in pay does not entitle the employee to the retained pay entitlements of D. below.

- d. When an employee moves from a position not under a covered pay schedule (see 2. above) and is entitled to grade retention, the employee is entitled to the lowest rate of basic pay from the applicable rate schedule for the retained grade which is equal to or exceeds the employee's rate of basic pay before the movement. If there is no such rate, the employee is entitled to his/her rate of basic pay held before the movement.

5. Retained Grade Applicability

During the 2-year period an employee is entitled to a retained grade, the retained grade shall be used as the employee's grade for the purposes of determining pay (including within-grade increases, comparability increases, etc.), retirement, life insurance, eligibility for promotions, and training. The retained grade shall not be used to determine the employee's competitive level for reduction-in-force purposes, or for determining an employee's "exempt/nonexempt" status under the Fair Labor Standards Act.

6. Priority Consideration During Retained Grade Period

The employee entitled to a retained grade under 1.a. or b. above because of change to lower grade from a position in the NRC is also entitled to priority consideration for repromotion. Any such employee will be placed on the Repromotion Priority List and will receive priority consideration for selection (in competition with any other employees entitled to priority consideration) in accordance with appendixes 4170 and 4108 for the period of time specified in those appendixes. Such an employee must be selected unless the selecting official makes a determination in writing that the selection would not be in the best interests of the NRC, and this determination is approved in writing by the Director, O&P. (See also Appendix 4108, Part III.) Employees entitled to retained grade under 1.c. above are not entitled to priority consideration for repromotion; and employees whose grade retention entitlement is based on downgrade or other reduction-in-force action or potential action in another agency are not entitled to priority consideration for repromotion. (See Part III, A.2.a.(5) and (6) above.)

7. Eligibility for Noncompetitive Consideration for Vacancies

The employee who becomes entitled to a retained grade under 1.a., b., or c. above may, at the discretion of the selecting official, be selected for a vacancy with promotion potential no higher than the level of the retained grade as an authorized exception to the competitive procedures of Appendix 4108, Part III. This entitlement to noncompetitive selection for vacancies continues after other grade retention benefits cease for the duration of the employee's employment in the NRC. This entitlement is not applicable to employees whose grade retention entitlement is based on downgrade or other reduction-in-force action or potential action in another agency (see Part III, A.2.a. (5) and (6) above).

D. PAY RETENTION

1. Applicability of Pay Retention

Pay retention provisions of this Part apply to any incumbent of a position covered by this Part whose rate of basic pay would otherwise be reduced for a reason not excluded by B. or C.4.c. above. Such covered reasons include but are not limited to the following:

- a. The expiration of the 2-year period of grade retention.
- b. As a result of individual job evaluation action when the position has not been evaluated at a higher grade or grades for at least 1 year immediately prior to the effective date of the reduction.
- c. As a result of placement in a lower graded position by reduction-in-force action or as approved by the EDO in accordance with C.1.c. above when the individual has not served at a higher grade or grades for at least 52 consecutive calendar weeks.
- d. As the result of placing the employee in a formal developmental program.

2. Pay Retention Entitlements

The rate of basic pay of an employee entitled to pay retention under this Part shall be computed as follows:

- a. Except as otherwise provided in d. below, if the employee's scheduled rate of basic pay before the action which triggers pay retention falls within the pay range of the lower level position to which downgraded, the employee's scheduled rate of basic pay shall be the lowest scheduled rate of basic pay in the employee's grade after the action is taken which equals or exceeds his/her scheduled basic rate of pay before the action; and pay retention entitlements cease.

- b. Except as otherwise provided in d. below, if the employee's rate of basic pay before the action which triggers pay retention falls outside the current pay range of the lower level position, the employee shall be placed in step "00," and the rate of basic pay shall be the lower of (1) or (2) below:
- (1) The employee's scheduled rate of basic pay immediately before the action; or
 - (2) 150 percent of the current maximum scheduled rate of basic pay for the grade level of the position to which the employee is downgraded.

Until the employee's scheduled rate of basic pay falls within the scheduled rate range of pay for the position to which downgraded, the employee is entitled to 50% of the amount of each general (comparability) increase in the scheduled maximum rate of basic pay for the position to which downgraded. When the employee's scheduled retained rate of basic pay becomes equal to or less than the maximum scheduled rate for the position to which the employee has been downgraded, the employee is entitled to the scheduled maximum rate for that grade; and pay retention entitlements cease at that time.

- c. Note that in all cases the applicable rate of basic pay is the scheduled rate rather than the payable rate. Thus, if the applicable scheduled rate of basic pay is above the statutory pay limitation ("pay cap"), the employee shall be paid at the rate of the "pay cap," or the payable rate, but all computations shall be made based on the scheduled (or "asterisked") rate, in the same manner as employees not under pay retention are treated; and such employees are entitled to an adjustment in their payable rate when the "pay cap" is adjusted. (Based on FPM Letter 531-52, dated May 25, 1977, the guidance in which was not affected by passage of the Civil Service Reform Act per OPM 12/20/82.)
- d. When the NRC has an established Special Salary Schedule for the Resident Inspector Program, that schedule is considered applicable only to those employees who are actually at Resident Inspector sites performing Resident Inspector duties. Therefore, when an employee entitled to pay retention is moving from a Resident Inspector to a non-Resident Inspector position, his/her retained rate of pay shall be computed as follows:
- (1) A determination shall be made as to what the employee's rate of basic pay would have been prior to the action which triggers pay retention if he/she had not been under the Resident Inspector Special Salary Schedule; and

- (2) Using the rate of pay determined under (1) above as "the employee's rate of basic pay before the action which triggers pay retention," rule a. or b. above, as applicable, will be applied.

E. CESSATION OF ENTITLEMENT TO GRADE AND/OR PAY RETENTION

Grade and/or pay retention entitlements shall cease upon:

1. A break in service of one workday or more.
2. For grade retention, the employee's position change to an "equivalent tenure" position (see definition below) at a grade equal to or higher than the retained grade; and for pay retention, the employee's position change to an "equivalent tenure" position at a rate of basic pay equal to or higher than the retained rate.
3. For grade retention, an employee's declination of a reasonable "equivalent tenure" job offer in his/her present commuting area (all NRC office locations in the Washington, D.C. area are determined to be in the same commuting area) at a grade equal to or higher than the employee's retained grade; and for pay retention, the employee's declination of a reasonable "equivalent tenure" job offer in his/her present commuting area at a rate of basic pay equal to or greater than the retained rate.

("Equivalent tenure" position means one having tenure equal to, or greater than, that of the position creating the grade or pay retention entitlement. For purposes of comparing rates of basic pay with reference to this section, Resident Inspector positions shall be considered to be paid on the same salary schedule as non-Resident Inspector positions in the same series and grade in the NRC.)

4. An employee's demotion for personal cause or at the employee's request.
5. The employee's written request.

F. TEMPORARY PROMOTION OR REASSIGNMENT

An employee's entitlements do not cease if the employee accepts a temporary promotion or reassignment. If a temporary promotion results in a higher rate of pay than that being received by the employee under the provisions of this Part, the employee shall be paid the higher rate of pay while in the temporary position without jeopardizing retained grade or pay entitlements remaining after the expiration of the temporary promotion. However, the temporary promotion or reassignment may not be used as the basis for retained grade or pay entitlements nor shall it interrupt the expiration of the 2-year retention period.

G. APPEALS/GRIEVANCES

1. An employee who is granted grade or pay retention because of a position evaluation action may request formal review of the position evaluation only, under applicable provisions of Appendix 4130-A; and such review is the only appeal right available to employees in position evaluation matters. An employee who is granted grade or pay retention because of a reduction-in-force action may appeal the reduction-in-force action as explained in NRC 4170. The entitlement to grade or pay retention has no effect on either of those review/appeal rights.
2. An employee may file a grievance/appeal related to granting grade and/or pay retention based only on management's alleged failure to comply with applicable provisions of law, rule, regulation, and/or this Part.
3. An employee may grieve/appeal the termination of grade or pay retention benefits only if the termination is based on the employee's declination of a reasonable offer.
4. Grievances/appeals related to management's granting of priority consideration may only be based on alleged failure to consider an employee for a position for which he/she is qualified in the commuting area; or on alleged failure to select a priority consideration candidate based upon a prohibited personnel practice (5 U.S.C. 2302).

H. FURTHER REFERENCE

Although the NRC is not covered by 5 U.S.C. 5361 et seq., it is the intent of this Part (except in paragraph C.4.c. and D.2.d. above) to generally parallel the requirements and entitlements in that law as interpreted by the Office of Personnel Management (OPM). Therefore, where specific situations are not covered by this Part, or where further clarification is needed, the guidance in Federal Personnel Manual (FPM) Chapter 536 and FPM Supplements 532-1 and 990-2, Book 536, should be used. However, in cases where the FPM guidance would conflict with a stated NRC policy or procedure, the NRC policies and procedures prevail.

PART VIISEVERANCE PAY

A. BASIC ENTITLEMENT

1. Pursuant to 5 U.S.C. 5595, NRC is covered by regulations governing severance pay prescribed by the Office of Personnel Management in FPM Chapter 550.
2. In general, most nontemporary NRC employees who have completed 12 months continuous service as below are eligible for severance pay when involuntarily separated from the service "not by removal for cause on charges of misconduct, delinquency, or inefficiency," if not entitled to an immediate annuity upon separation. Included are separation by reduction-in-force, separation for failure to accept a reassignment to another commuting area (provided the employee has not signed a mobility agreement), and certain resignations in lieu of involuntary separation.
3. Employees may be paid severance pay only if on the date of separation they had been on the rolls of one or more agencies under one or more appointments without time limitation, or temporary appointments that precede or follow an appointment without time limitation, without any break in service of more than 3 calendar days for at least the preceding 12 calendar months.
4. See FPM Chapter 550 and FPM Supplement 990-2, Book 550, for further explanation.

B. STATUTORY FORMULA

The total severance pay to which an employee is entitled pursuant to 5 U.S.C. 5595 upon involuntary separation from NRC is determined as follows:

1. Severance pay consists of two elements:
 - a. a basic severance allowance computed on the basis of 1 week's basic pay at the rate received immediately before separation for each year of civilian service, up to and including 10 years, and 2 weeks of basic pay at that rate for each year of civilian service beyond 10 years, for which severance pay has not previously been received; and
 - b. an age adjustment allowance computed on the basis of 10 percent of the total basic severance allowance for each year by which the age of the recipient exceeds 40 years at the time of separation.

2. In counting years, the employee will be credited, for purposes of 1.a., above, with 25% of a year for each 3 months of creditable civilian service that exceeds 1 or more full years, and, for purposes of 1.b., above, with 25% of a year for each 3 months by which the employee's age exceeds 40.
3. Total severance pay computed as above can not exceed 1 year's pay at the rate received immediately before separation. "One year's pay" is pay for 26 biweekly pay periods in the case of full-time employees. For part-time employees, "1 year's pay" is obtained by multiplying their basic weekly pay (hourly rate times regular hours of service) by 52 weeks. (46 C.G. 664.)
4. In computing an employee's civilian service for this purpose, all service is included that is creditable for annual leave accrual purposes.

C. PAYMENT OF SEVERANCE PAY

1. Upon separation, the NRC will pay the employee the same basic pay at the same pay intervals until the severance pay fund is exhausted, except the final payment consists only of that portion of the severance pay fund remaining.
2. No deductions are made from severance pay other than Federal and State income tax withholding, the hospital portion of FICA tax, and the regular portion of FICA tax if the employee was subject to FICA at the time of separation from the position giving rise to severance pay.

D. FURTHER REFERENCE

Refer to FPM Chapter 550 and FPM Supplement 990-2, Book 550, for further information concerning severance pay.

PART VIIIPAY ADJUSTMENTS AT TIME OF EFFECTING
NEW PAY SCHEDULESA. APPROVAL OF NEW NRC PAY SCHEDULES1. General Salary Schedule

The Executive Director for Operations (EDO) approves revision of the NRC General Salary Schedule, upon recommendation of the Director, Division of Organization and Personnel, pursuant to the decision of NRC to establish a compensation system independently of the civil service system (42 USC 2201d.; see 4130-01). The EDO specifies an effective date and an approval date for the new schedule. (Unless otherwise directed by the EDO in writing, the effective date is the same as that established by law or Executive Order for the statutory General Salary Schedule.)

2. Special Salary Schedules and Locality Rate Schedules

The Director, Division of Organization and Personnel, approves revision of NRC special salary schedules and locality rate schedules (see 4130-035b.). On occasions when such revision is to accompany the revision of the General Salary Schedule, the Director, Division of Organization and Personnel, may apply the same effective date and approval date as that established for the General Salary Schedule. The Director, Division of Organization and Personnel, may, however, determine that other dates are more appropriate. Otherwise, NRC special salary schedules are effective at the beginning of the first pay period after the approval of the schedule.

B. ADJUSTMENT TO NEW PAY RATES1. Employees Paid Under the NRC General Salary Schedule or a Locality Rate Wage Schedule; and Employees Whose Positions Are Being Moved from the General to a Special Salary Schedule

The basic rate of each employee covered by this subsection to whom a new or different schedule applies will be adjusted to the same numbered step rate the employee had immediately prior to the effective date, or to the step rate the employee was entitled to by reason of having satisfied the requirements for a regular step increase immediately prior to the effective date (see Part IV above), except as provided below:

- a. If the employee is receiving retained pay, the procedure in Part VI, D.2. above shall be used to establish the employee's new pay rate.

- b. When a new or different schedule is made effective or applicable retroactively, pay, in the case of employees affected by personnel actions which have occurred since the effective date, shall be adjusted retroactively to reflect those basic rates to which they are entitled under the new or different schedule as if it had been in effect at all times during such period. (This requires reconstruction of the personnel actions, using the rates provided in the new or different pay schedule, and may result in changes in step number as well as rate.)

2. Employees in Positions Paid Under Special Salary Schedules Which Are Being Returned to the General Salary Schedule or Placed in a Lower Special Salary Schedule

An employee's step rate, whose position is subject to a special salary schedule and whose grade or position is being returned to the General Salary Schedule, or being placed in a lower special salary schedule, shall be adjusted as follows:

- a. If the employee has been receiving a rate of basic pay under a special salary schedule equal to a step rate for the employee's grade in the schedule in which the employee's position is being placed (hereafter referred to as the new schedule), that step rate in the new schedule shall be selected.
- b. If the employee has been receiving a rate of basic pay under a special salary schedule which falls between two steps in the rate range for the employee's grade under the new schedule, the higher of the two steps shall be selected.
- c. If the employee has been receiving a rate of basic pay under a special salary schedule that falls outside the rate range for the employee's grade in the new schedule, the employee is entitled to retained pay as described in Part VI above.
- d. When the adoption of a new General Salary Schedule or new lower special salary schedule occurs simultaneously with moving the employee's position to that schedule, the computations above shall be made using the employee's salary before the change and the new schedule.

3. Employees Paid Under Cooperative Student Program Salary Schedules

The basic rate of each employee to whom a new Cooperative Student Program Salary Schedule applies will be adjusted, as appropriate, to the new rate for the combination of academic study completed and NRC work period.

4. Simultaneous Actions

When pay related actions occur simultaneously, they shall be processed in the order which gives the employee the maximum benefit per Part III, E. above.

C. EFFECTIVE DATE OF ADJUSTMENTS

1. Pay adjustments will be made to new rates described in B., above, as of the effective date of the new pay schedule.
2. For group life insurance purposes under Chapter 87 of Title 5, U.S.C., adjustments to new schedule rates will be considered to be effective for the full pay period in which the date of approval falls, when a pay increase is made effective retroactively. (This applies both in determining the amount of insurance coverage to which entitled and in making related payroll deductions.) However, if a locality rate employee dies or retires during the retroactive period, that is, the period beginning with the effective date of a new wage schedule and ending with the date of approval of that schedule, the pay adjustments will be deemed to have been in effect during the full retroactive period.
3. Lump-Sum Leave Payments.
 - a. When a pay schedule is approved to become effective on a later date, lump-sum leave payments for former employees who had separated from the service on or after the date of approval shall be adjusted at the higher rates provided by the new schedule for any portion of the period represented by lump-sum leave payment which begins with the effective date of the new schedule (26 Comp. Gen. 102, (1946), 43 Comp. Gen. 440 (1963), and 47 Comp. Gen. 773 (1968)).
 - b. When a pay schedule is approved, to become effective retroactively on an earlier date, lump-sum leave payments for former employees who had separated from the service at any date prior to the date of approval of the new schedule, and who are not subsequently reemployed prior to the date of approval of the new schedule, shall not be adjusted to reflect basic pay rates in the new schedule, whether or not the period covered by the leave for which lump-sum payment is made extends beyond either the effective date or the date of approval of the new schedule- 26 Comp. Gen. 102 (1946), 31 Comp. Gen. 166 (1951). (See also D.2.a., below, in regard to any separated NRC employee who was reemployed prior to the date of approval of a new schedule.)
 - c. See NRC 1101 in regard to inclusion in the lump-sum leave payment of any step increase to which an employee is entitled as of the date of separation but which has not been processed.

D. APPLICABILITY

1. When a new NRC pay schedule is approved on or before its effective date, adjustments to new basic rates described in B., above, and related premium rates, will be applicable to:
 - a. NRC employees who are on the rolls on the effective date.

- b. former NRC employees who separated to enter service in the Armed Forces of the United States and who are still in such service on the date of approval. (This is for record purposes only, to assure that a former employee who returns to NRC after military service is "restored in such manner as to give him such status in his employment as he would have enjoyed if he had continued in such employment continuously from the time of his entering the armed forces until the time of restoration to such employment" (Section 9 (c) of the Military Selective Service Act of 1967 (50 U.S.C. App., 459)). (See NRC 4116, "Military Duty: Restoration and Other Actions.")
 - c. former NRC employees who transferred from NRC to an international organization (5 U.S.C. 3343, and 3581-4) or were appointed, with statutory reemployment rights, to a position in the Foreign Service Reserve under the Foreign Service Act of 1946, 22 U.S.C. 928, or a position outside the United States under either the Foreign Assistance Act of 1961, 22 U.S.C. 2385(d), or the Peace Corps Act of 1961, 22 U.S.C. 2506(a), and who are still in such employment on the date of approval. The adjustment applies:
 - (1) for record purposes, in view of the former employee's entitlement to be reemployed in NRC in the former position or in a position of not less than like seniority, status, and pay at not less than the base rate applicable for continuous employment in NRC.
 - (2) for purposes of computing civil service retirement and group life insurance deductions, if the employee who transfers to an international organization elects to continue these coverages. See NRC 4113, "Staffing Assistance for International Organizations."
2. When new schedules are approved at a date subsequent to the effective date, adjustments to new basic rates described in B., above, and related premium rates, will be applicable to:
- a. NRC employees who were on the rolls on the date of approval. (This includes NRC employees who are separated and reemployed during the period beginning on the effective date and ending on the date of approval, for services rendered during such period, and for lump-sum leave payments to which entitled (31 Comp. Gen. 199 (1951)).)
 - b. NRC employees who died, or retired and were eligible for an immediate annuity, including discontinued service and disability, but not a deferred annuity, during the period beginning on the effective date and ending on the date of approval, for services rendered during such period, and for lump-sum payments to which entitled. (31 Comp. Gen. 332 (1952).) (The retroactive pay in such cases is not considered as basic pay for purposes of deductions and annuity and computations under

- Civil Service Retirement Regulations, and does not operate to increase the amount of an employee's group life insurance coverage, except as specified in C.2., above.)
- c. former NRC employees, who transferred from the NRC to another Federal agency during the period beginning on the effective date and ending on the date of approval, and who are still in the Federal service on the date of approval, for services rendered NRC during such period.
 - d. former NRC employees who had separated by resignation from NRC before the date of approval of a new schedule to accept employment with another Federal agency, where there has been no break in service and the date of approval is one of the nonworkdays falling between continuous periods of service for that employee, for services rendered NRC during the period beginning on the effective date of the new schedule and ending on the date of the employee's separation. (47 Comp. Gen. 386 (1968).)
 - e. former NRC employees who separated to enter service in the Armed Forces of the United States during the period beginning on the effective date and ending on the date of approval and who are still in such service on the date of approval, for services rendered during such period and for lump-sum leave payments to which entitled (if they had elected such payments on separation). (31 Comp. Gen. 240 (1951).)
 - (1) The adjustment also applies to former NRC employees who separated prior to the effective date to enter service in the Armed Services of the United States and who are still in such service on the date of approval. (This is for record purposes only, as explained in 1.b., above.)
 - (2) Service in the Armed Forces of the United States includes the period prescribed by law for the mandatory restoration of such individual to a position in the Federal Government. This refers to individuals relieved from training and service in the Armed Forces of the United States or discharged from hospitalization following such training and service. The authority is Section 9 of the Military Selective Service Act of 1967 (50 U.S.C. App. 459). (See NRC 4116, "Military Duty: Restoration and Other Actions.")
 - f. former NRC employees who, during the period beginning on the effective date and ending on the date of approval, transferred from NRC to an international organization (5 U.S.C. 3343 and 3581-4) or were appointed, with statutory reemployment rights, to a position in the Foreign Service Reserve under the Foreign Service Act of 1946, 22 U.S.C. 928, or one outside the United States either the Foreign Assistance Act of 1961, 22 U.S.C. 3385(d), or the Peace Corps Act of 1961,

22 U.S.C. 2506(a), and who are still in such employment on the date of approval. The adjustment applies:

- (1) for record purposes, in view of the former employee's entitlement to be reemployed in NRC in the former position or in a position of not less than like seniority, status and pay at not less than the base rate applicable for continuous employment in NRC.
- (2) for purposes of computing civil service retirement and group life insurance deductions, if the employee who transfers to an international organization elects to continue these coverages. This pay adjustment applies also for services rendered NRC during such period, to those former NRC employees who are appointed, as above, to a position in the Foreign Service Reserve, or one outside the United States under either the Foreign Assistance Act of 1961 or the Peace Corps Act of 1961, but not to former NRC employees who transferred from NRC to an international organization as these latter were not in Federal employment on the date of approval. (50 Comp. Gen. 173 (1970).) See NRC 4113, "Staffing Assistance for International Organizations," and NRC 4171, "Separations and Adverse Actions."

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Exhibit 1 General Grade Salary Table 2018-GG

Exhibit 1

GENERAL GRADE SALARY TABLE 2018 - GG

Effective January 7, 2018

Annual Rates by Grade and Step

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step Interval
1	\$18,785	\$19,414	\$20,039	\$20,660	\$21,285	\$21,650	\$22,267	\$22,891	\$22,915	\$23,502	VARIES
2	21,121	21,624	22,323	22,915	23,175	23,857	24,539	25,221	25,903	26,585	VARIES
3	23,045	23,813	24,581	25,349	26,117	26,885	27,653	28,421	29,189	29,957	768
4	25,871	26,733	27,595	28,457	29,319	30,181	31,043	31,905	32,767	33,629	862
5	28,945	29,910	30,875	31,840	32,805	33,770	34,735	35,700	36,665	37,630	965
6	32,264	33,339	34,414	35,489	36,564	37,639	38,714	39,789	40,864	41,939	1,075
7	35,854	37,049	38,244	39,439	40,634	41,829	43,024	44,219	45,414	46,609	1,195
8	39,707	41,031	42,355	43,679	45,003	46,327	47,651	48,975	50,299	51,623	1,324
9	43,857	45,319	46,781	48,243	49,705	51,167	52,629	54,091	55,553	57,015	1,462
10	48,297	49,907	51,517	53,127	54,737	56,347	57,957	59,567	61,177	62,787	1,610
11	53,062	54,831	56,600	58,369	60,138	61,907	63,676	65,445	67,214	68,983	1,769
12	63,600	65,720	67,840	69,960	72,080	74,200	76,320	78,440	80,560	82,680	2,120
13	75,628	78,149	80,670	83,191	85,712	88,233	90,754	93,275	95,796	98,317	2,521
14	89,370	92,349	95,328	98,307	101,286	104,265	107,244	110,223	113,202	116,181	2,979
15	105,123	108,627	112,131	115,635	119,139	122,643	126,147	129,651	133,155	136,659	3,504

Exhibit 2 Executive Schedule (EX)

Exhibit 2	
EXECUTIVE SCHEDULE (EX)	
2018	
Per Annum Rates	
Level I	\$210,700
Level II	\$189,600
Level III	\$174,500
Level IV	\$164,200
Level V	\$153,800
Locality adjustments do not apply	

Exhibit 3 Senior Executive Service (SES)

Exhibit 3

SENIOR EXECUTIVE SERVICE SCHEDULE (SES)

2018

**Pay Range
Per Annum Rates**

	Minimum	Maximum
Agencies with a Certified SES Performance Appraisal System*	\$126,148	\$189,600

The SES pay rate is basic pay for all pay computation purposes. Locality adjustments do not apply.

* SES Performance Appraisal System certification valid through September 9, 2019.

Exhibit 4 NRC Senior Level Service (SLS) Pay Bands

Exhibit 4			
NRC SENIOR LEVEL SERVICE (SLS) PAY BANDS			
2018			
Pay Ranges Per Annum Rates			
	<u>Base Pay</u>		<u>Locality Pay Wash. DC Area</u>
SL-3	164,200		174,500*
SL-2	164,200	Top	174,500*
	154,058	Bottom	174,500*
SL-1C	154,057	Top	174,500*
	143,870	Bottom	174,500*
SL-1B	143,869	Top	174,500*
	135,021	Bottom	173,124
SL-1A	135,020	Top	173,123
	126,148	Bottom	161,747
*Rate limited to the rate for level III of the Executive Schedule (5 U.S.C. 5304(g)(2)).			

Exhibit 5 NRC Administrative Judge Schedule

Exhibit 5			
NRC ADMINISTRATIVE JUDGE SCHEDULE			
2018			
Per Annum Rates			
	<u>Base Pay</u>		<u>Locality Pay Wash. DC Area</u>
Level D	164,200		174,500*
Level C	164,200		174,500*
Level B	164,200		174,500*
Level A	157,376	Top	174,500*
	143,847	Bottom	174,500*

*Rate limited to the rate for level III of the Executive Schedule (5 U.S.C. 5304(g)(2)).

Exhibit 6 Administrative Law Judge Schedule

Exhibit 6			
ADMINISTRATIVE LAW JUDGE SCHEDULE			
2018			
Per Annum Rates			
	<u>Base Pay</u>	<u>Locality Pay Wash. DC Area</u>	
AL-1	164,200	174,500*	
AL-2	160,100	174,500*	
			<u>AL-3 WAITING PERIOD FOR HIGHER RATE</u>
AL-3/F	151,700	174,500*	
AL-3/E	143,500	174,500*	2 Years
AL-3/D	134,900	172,969	2 Years
AL-3/C	126,400	162,070	1 Year
AL-3/B	117,900	151,171	1 Year
AL-3/A	109,600	140,529	1 Year
*Rate limited to the rate for level III of the Executive Schedule (5 U.S.C. 5304(g)(2)).			

Exhibit 7 Reserved

Exhibit 7

[RESERVED]

Exhibit 8 Special Salary Schedule for All Professional Series in the GG-800 Engineering Group and the GG-1300 Scientific Group

Exhibit 8
NRC SPECIAL SALARY SCHEDULE 2018
GG-800 Engineering and GG-1300 Scientific Groups
Locations: Nationwide
Effective January 7, 2018
Annual Rates by Grade and Step

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step Interval
5	47,595	48,648	49,701	50,754	51,807	52,860	53,913	54,966	56,019	57,072	1,053
7	53,327	54,629	55,931	57,233	58,535	59,837	61,139	62,441	63,743	65,045	1,302
9	62,159	63,750	65,341	66,932	68,523	70,114	71,705	73,296	74,887	76,478	1,591
11	71,329	73,260	75,191	77,122	79,053	80,984	82,915	84,846	86,777	88,708	1,931

Establishes the special schedule for NRC professional positions at GG-5 through GG-11 in the GG-800 Engineering Group and the GG-1300 Scientific Group.

Employees paid from this schedule do not receive locality adjustments unless the locality rates are higher than the rates on this schedule. Refer to Exhibits A through F for applicable locality rates.

Refer to Exhibit 10 for entry-level pay rates for students graduating from or enrolled in accredited colleges and universities.

**Exhibit 8 Special Salary Schedule for All Professional Series in the GG-800
Engineering Group and the GG-1300 Scientific Group (continued)**

Purpose

Establishes the special salary schedule for NRC personnel at grades GG-5 through GG-11 in professional series in the GG-800 engineering and GG-1300 scientific occupational groups, as well as pay setting procedures pertaining to this salary schedule.

Background

To aid the proper discharge of the Commission's responsibilities, and pursuant to Section 161.d of the Atomic Energy Act of 1954, as amended, a special salary schedule has been established for professional engineering and scientific positions in the GG-800 and GG-1300 occupational groups at grades GG-5, 7, 9, and 11.

Entry-Level Pay Rates

For guidance on setting entry-level pay rates for new hires, please refer to Exhibit 10, "NRC Entry-Level Engineering (GG-800 Group), Scientific (GG-1300 Group), and Legal Positions."

Pay Administration

Reassignments, changes to lower grade, and promotions for employees in positions covered by Exhibit 8 are processed using normal, governmentwide pay setting practices. Consistent with pay setting for other employees, the rate under Exhibit 1, General Grade Salary Table constitutes the underlying pay for an Exhibit 8 position.

Exhibit 9 Special Salary Schedule for All Resident Inspector Program Personnel in Scientific and Technical Positions Who are Duty Stationed at Reactor or Nuclear Facility Sites

<p align="center">Exhibit 9</p> <p align="center">NRC SPECIAL SALARY SCHEDULE 2018</p> <p align="center">Resident Inspector</p> <p align="center">Locations: Nationwide</p> <p align="center">Effective January 7, 2018</p> <p align="center">Annual Rates by Grade and Step</p>													
Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step Interval		
11	67,214	68,983	70,752	72,521	74,290	76,059	77,828	79,597	81,366	83,135	1,769		
12	76,322	78,440	80,558	82,676	84,794	86,912	89,030	91,148	93,266	95,384	2,118		
13	83,191	85,712	88,233	90,754	93,275	95,796	98,317	100,838	103,359	105,880	2,521		
14	98,307	101,286	104,265	107,244	110,223	113,202	116,181	119,160	122,139	125,118	2,979		

Establishes the special salary schedule for NRC Resident Inspector Program personnel in scientific and technical positions who are duty stationed at a reactor or nuclear facility site, and includes Construction Resident Inspectors who are duty stationed at a licensee site.

Grade 11 is based on the OPM Special Salary Rate Table 0422 for Engineers (Electrical/Electronic/Nuclear) Worldwide. Grade 12 is based on a 1.4% across the board adjustment to the 2017 rate. Grades 13 and 14 are extrapolated from the General Grade Salary Table (Exhibit 1).

Employees paid from this schedule receive full locality adjustments for the appropriate locality pay area (refer to Exhibits A through F).

Exhibit 9 Special Salary Schedule for All Resident Inspector Program Personnel in Scientific and Technical Positions Who are Duty Stationed at Reactor or Nuclear Facility Site (continued)

Purpose

Establishes the special salary schedule for NRC personnel in the Resident Inspector Program in scientific and technical positions who are duty stationed at a reactor or a nuclear facility site, and the general pay setting regulations pertaining to that program.

Background

To aid the proper discharge of the Commission's responsibilities, and pursuant to Section 161d of the Atomic Energy Act of 1954, as amended, a special salary schedule has been established for scientific and technical positions specifically designated as Resident Inspector and Senior Resident Inspector at grades GG-11, 12, 13, and 14. This special salary schedule applies to all NRC GG-11 through GG-14 level employees in the Resident Inspector Program who are duty stationed at a reactor or nuclear facility site, and includes Construction Resident Inspectors who are duty stationed at a licensee site.

Entering the Resident Inspector Program

When an individual enters the Resident Inspector Program, his or her salary should be set by (1) determining the step the individual would have received if he or she were entering a position not in the program (by application, as appropriate, of the promotion, in-hiring, etc., rule in Management Directive 10.41, Appendix 4130-C), and (2) applying the Resident Inspector Special Salary Schedule to the grade and step obtained by (1) above. For employees in positions covered by Exhibit 8, please refer to guidance in Exhibit 8, when calculating the correct grade and step before applying the Resident Inspector Special Salary Schedule. Resident Inspectors are paid a full locality adjustment¹ in addition to their rate of pay from the Resident Inspector Special Salary Schedule.

An individual's salary that is not set in accordance with the provisions described in the paragraph above may be set at an appropriate Administratively Determined (AD) rate, such as when the individual's salary would be above the maximum rate of the grade on the General Salary Schedule (Exhibit 1) when step (1) above is followed.

Example: A GG-840-11/4 non-Resident Inspector employee is selected for a GG-12 Resident Inspector position.

¹ Locality adjustments for Resident Inspectors are basic pay for most purposes, such as retirement, life insurance, severance pay, workers' compensation payment, and recruitment/retention/relocation incentives.

Exhibit 9 Special Salary Schedule for All Resident Inspector Program Personnel in Scientific and Technical Positions Who are Duty Stationed at Reactor or Nuclear Facility Site (continued)

Application of step (1) shows that the employee would have been placed at the GG-12/2 level (on the General Grade Salary Table, Exhibit 1) if the employee were not entering the program. Application of step (2) places the employee at the GG-12/2 level on this Resident Inspector Special Salary Schedule. If the resident site is located in an area that has a locality rate of 27.47%, the employee would receive a locality adjustment of 27.47% in addition to the GG-12/2 salary from the Resident Inspector Special Salary Schedule. If the resident site is located in a REST OF U.S. (RUS) locality area (15.37%), the employee would receive a locality adjustment of 15.37% in addition to the GG-12/2 salary from the Resident Inspector Special Salary Schedule.

Leaving the Resident Inspector Program

For purposes of salary administration, all normal salary administration procedures contained in MD 10.41, Appendix 4130-C shall apply to individuals being paid under this Resident Inspector Special Salary Schedule except—

- a. A salary paid under this special salary schedule shall not constitute a "highest previous rate" (MD 10.41, Appendix 4130-C, Part III); the "highest previous rate" shall be computed as that rate which an employee in that grade and step would have received if he or she had not been paid under this special salary schedule. (See exceptions to this rule as described in c. and d. below.)
- b. When an individual leaves the Resident Inspector Program, except through reassignment when requirements for saved pay are met (c. below) or promotion (d. below), his or her salary shall be set by (1) determining the step the individual would have received if he or she had received in the NRC the same promotions, within-grade increases, and/or high quality increases not under the Resident Inspector Special Salary Schedule, and (2) computing the individual's new salary, by application of the appropriate (e.g., reassignment) rule in MD 10.41, Appendix 4130-C to the grade and step obtained by step (1) above.

Exhibit 9 Special Salary Schedule for All Resident Inspector Program Personnel in Scientific and Technical Positions Who are Duty Stationed at Reactor or Nuclear Facility Site (continued)

- c. When a Resident Inspector or Senior Resident Inspector is reassigned to a position outside of the Resident Inspector Program, and the requirements² for pay saving are met, the employee's pay from the Resident Inspector Salary Schedule is retained as base pay, and a locality adjustment is added until such time as the application of normal pay setting procedures meets or exceeds the employee's saved pay. The employee will also receive as a part of saved pay one half of any general pay increase prior to the application of any locality adjustment.

Employees' saved pay under these provisions should be compared to what their base or underlying pay (for example, on Exhibit 1) would be using normal pay setting procedures as described in b. above as follows:

- (i) Determine the appropriate grade and step under normal pay setting procedures.
 - (ii) Apply any within-grade increases, promotions, and annual comparability increases.
 - (iii) When the application of normal pay setting procedures equals or exceeds the employee's saved pay, the employee is taken off saved pay.
- d. When an employee is promoted from a Resident Inspector Program position to another NRC position, his or her new salary shall be set at the lowest step of the higher grade on the applicable salary schedule (usually Exhibit 1 or Exhibit 8), which equals or exceeds his or her base salary from the Resident Inspector Salary Schedule. Appropriate adjustments, for example, locality pay, would then be added. However, this provision shall not serve to increase the pay of an individual who later returns to the Resident Inspector Program. Upon re-entry, the individual's salary shall be set using this exhibit without the benefit accrued under this provision.

Limitations

The pay adjustment is not an equivalent increase within the meaning of MD 10.41, Appendix 4130-C, Part IV.

² Pay saving requirements:

1. Must have successfully completed at least 6 full consecutive years in the resident inspector program.
2. Must be a management-directed reassignment (including reassignments initiated by employees that are in management's interest and not primarily for employee's convenience or benefit).
3. Must have a performance appraisal of Fully Successful or better for at least the last 6 years.
4. Saved pay will not be available to former residents who are reassigned out of the resident program for cause (performance, objectivity, or conduct) or based solely on personal request.

Exhibit 10 NRC Entry-Level Engineering (GG-800 Group), Scientific (GG-1300 Group), and Legal Positions

Exhibit 10

NRC SPECIAL SALARY SCHEDULE 2018

**NRC Entry-Level Engineering (GG-800 Group),
Scientific (GG-1300 Group), and Legal Positions**

Locations: Headquarters and Regional Offices

Effective January 7, 2018

Annual Pay Rates

	Bachelor Degree		Master's Degree	Ph.D/J.D. Degree
	Average Qualifications	Superior Qualifications		
Engineering Series (800 Group) and Scientific Disciplines (1300 Group)	GG-5/10* (\$57,072)	GG-7/10* (\$65,045)	GG-9/6* (\$70,114)	GG-11/8* (\$84,846)
-degree + experience (refer to narrative for details)	GG-7/6* (\$59,837)	GG-9/5* (\$68,523)	GG-11/3* (\$75,191)	n/a
Honor Law Graduate or ASLBP Law Clerk	GG-11/10** (\$68,983)			

*Rates are from the NRC Special Salary Schedule for the GG-800 Engineering and GG-1300 Scientific Groups (Exhibit 8). Employees paid from this schedule do not receive locality adjustments unless the locality rates are higher than the rates on this schedule.

**This rate is from the General Grade Salary Table (Exhibit 1). Employees paid this rate also receive locality adjustments. Refer to Exhibits A through F for applicable locality rates.

**Exhibit 10 NRC Entry-Level Engineering (GG-800 Group), Scientific (GG-1300 Group),
and Legal Positions (continued)**

Purpose

This special salary schedule has been established for NRC entry-level professional positions in programs for students graduating from or enrolled in accredited colleges and universities. Also use this schedule to set salary for student appointments at or above the GG-9 (Master's degree or higher) level for entry-level professional positions.

Management Directive 10.41, Appendix 4130-C, pay exhibits cover salaries for positions not based on college recruitment (for example, transfers from other Federal agencies; entry level hires who are not recent graduates); and normal pay setting rules, such as locality adjustments (Exhibits A through F), apply as appropriate.

Entry-Level Pay Rates and Grades

Salary determinations for individuals with Bachelor's Degrees selected for Entry-Level Engineering (800 Group) or Scientific (1300 Group) positions are based also on scholastic achievements. Individuals qualify for appointments at the GG-7 step 10 based on superior qualifications defined as—

1. An overall Grade Point Average (GPA) of **at least** 2.95 on a 4.0 scale (GPA may not be rounded up to reach 2.95) or **at least** 3.5 in the major (GPA may not be rounded up to reach 3.5); or
2. Standing in the upper third of student's class; or
3. Election to membership in one of the national honorary scholastic societies; or
4. Other significant scholastic/academic achievements.

It is the student's responsibility to document superior qualifications by providing the appropriate NRC Program Coordinator with either a transcript, report card, or other official school document.

Experience in addition to academic qualifications:

For the Entry-Level Program, related work experience will be a factor in determining salaries in addition to academic qualifications. Credit for pre- or post-degree experience must be considered on a case-by-case basis. Normally, a one-step increase (not to exceed the 10th step) will be allowed for each 6 months of related work experience.

**Exhibit 10 NRC Entry-Level Engineering (GG-800 Group), Scientific (GG-1300 Group),
and Legal Positions (continued)**

An individual **may** receive credit for 1 year of specialized experience when the individual has 1 year or more of pre-degree and/or one year post-degree experience (i.e., within 2 years of earning the degree), such as experience operating a university research reactor or operating a reactor in the nuclear Navy), that is relevant to the position being filled, and such experience in combination with the degree indicates a level of knowledge, skill, or ability beyond that evidenced by the degree alone.

For example, an applicant with 5 years of pre-degree nuclear Navy experience who subsequently completes a Bachelor's degree in engineering with superior academic achievement may be qualified at the GG-9 level. The individual's pay in this case would be set at the entry-level pay rate reflected on Exhibit 10 for a Bachelor's degree in engineering with superior academic achievement and experience (that is, GG-9 step 5).

When hiring primarily based on experience rather than academic degree, pay should be set based on the higher of (a) the degree plus experience row or (b) normal pay setting policy or a salary exception.

Promotions

Exhibit 8 describes procedures for career-ladder promotions for entry-level employees at the GG-5/10 and GG-7/10 levels.

Exhibit 11 Special Base Rates for Law Enforcement Officers at Grades 3 to 10

<p style="text-align: center;">Exhibit 11 SALARY TABLE 2018 SPECIAL BASE RATES FOR LAW ENFORCEMENT OFFICERS AT GRADES 3 TO 10 Locations: Nationwide Effective January 7, 2018 Annual Rates by Grade and Step</p>												
Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step Interval	
3	27,653	28,421	29,189	29,957	30,725	31,493	32,261	33,029	33,797	34,565	768	
4	31,043	31,905	32,767	33,629	34,491	35,353	36,215	37,077	37,939	38,801	862	
5	35,700	36,665	37,630	38,595	39,560	40,525	41,490	42,455	43,420	44,385	965	
6	37,639	38,714	39,789	40,864	41,939	43,014	44,089	45,164	46,239	47,314	1,075	
7	40,634	41,829	43,024	44,219	45,414	46,609	47,804	48,999	50,194	51,389	1,195	
8	42,355	43,679	45,003	46,327	47,651	48,975	50,299	51,623	52,947	54,271	1,324	
9	45,319	46,781	48,243	49,705	51,167	52,629	54,091	55,553	57,015	58,477	1,462	
10	49,907	51,517	53,127	54,737	56,347	57,957	59,567	61,177	62,787	64,397	1,610	

NOTE: These special base rates for law enforcement officers (as defined in 5 U.S.C. 5541(3) and 5 CFR 550.103) are authorized by section 403 of the Federal Employees Pay Comparability Act of 1990, as amended. By law, these rates must be the basis for computing locality payments. (5 CFR part 531, subpart F.)

Refer to Exhibits 11-A through 11-E for the applicable locality rates.

Exhibit 11-A Salary Table 2018-ATL (LEO)

Exhibit 11-A

**SALARY TABLE 2018-ATL (LEO)
RATES OF PAY FOR LAW ENFORCEMENT OFFICERS
INCLUDING SPECIAL BASE RATES AT GG-3 THROUGH GG-10 AND
INCORPORATING A LOCALITY PAYMENT OF 21.16%
FOR THE LOCALITY PAY AREA OF ATLANTA--ATHENS-CLARKE COUNTY--SANDY SPRINGS, GA-AL
Effective January 7, 2018**

Annual Rates by Grade and Step

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
1	22,760	23,522	24,279	25,032	25,789	26,231	26,979	27,735	27,764	28,475
2	25,590	26,200	27,047	27,764	28,079	28,905	29,731	30,558	31,384	32,210
3	33,504	34,435	35,365	36,296	37,226	38,157	39,087	40,018	40,948	41,879
4	37,612	38,656	39,700	40,745	41,789	42,834	43,878	44,922	45,967	47,011
5	43,254	44,423	45,593	46,762	47,931	49,100	50,269	51,438	52,608	53,777
6	45,603	46,906	48,208	49,511	50,813	52,116	53,418	54,721	56,023	57,326
7	49,232	50,680	52,128	53,576	55,024	56,471	57,919	59,367	60,815	62,263
8	51,317	52,921	54,526	56,130	57,734	59,338	60,942	62,546	64,151	65,755
9	54,909	56,680	58,451	60,223	61,994	63,765	65,537	67,308	69,079	70,851
10	60,467	62,418	64,369	66,319	68,270	70,221	72,171	74,122	76,073	78,023
11	64,290	66,433	68,577	70,720	72,863	75,007	77,150	79,293	81,436	83,580
12	77,058	79,626	82,195	84,764	87,332	89,901	92,469	95,038	97,606	100,175
13	91,631	94,685	97,740	100,794	103,849	106,903	109,958	113,012	116,066	119,121
14	108,281	111,890	115,499	119,109	122,718	126,327	129,937	133,546	137,156	140,765
15	127,367	131,612	135,858	140,103	144,349	148,594	152,840	157,085	161,331	164,200*

* Rate limited to the rate for level IV of the Executive Schedule (5 U.S.C. 5304 (g)(1)).

Exhibit 11-B Salary Table 2018-CHI (LEO)

Exhibit 11-B

SALARY TABLE 2018-CHI (LEO)

RATES OF PAY FOR LAW ENFORCEMENT OFFICERS
INCLUDING SPECIAL BASE RATES AT GG-3 THROUGH GG-10 AND
INCORPORATING A LOCALITY PAYMENT OF 27.47%
FOR THE LOCALITY PAY AREA OF CHICAGO-NAPERVILLE, IL-IN-WI
Effective January 7, 2018

Annual Rates by Grade and Step

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
1	23,945	24,747	25,544	26,335	27,132	27,597	28,384	29,179	29,210	29,958
2	26,923	27,564	28,455	29,210	29,541	30,411	31,280	32,149	33,019	33,888
3	35,249	36,228	37,207	38,186	39,165	40,144	41,123	42,102	43,081	44,060
4	39,571	40,669	41,768	42,867	43,966	45,064	46,163	47,262	48,361	49,460
5	45,507	46,737	47,967	49,197	50,427	51,657	52,887	54,117	55,347	56,578
6	47,978	49,349	50,719	52,089	53,460	54,830	56,200	57,571	58,941	60,311
7	51,796	53,319	54,843	56,366	57,889	59,412	60,936	62,459	63,982	65,506
8	53,990	55,678	57,365	59,053	60,741	62,428	64,116	65,804	67,492	69,179
9	57,768	59,632	61,495	63,359	65,223	67,086	68,950	70,813	72,677	74,541
10	63,616	65,669	67,721	69,773	71,826	73,878	75,930	77,982	80,035	82,087
11	67,638	69,893	72,148	74,403	76,658	78,913	81,168	83,423	85,678	87,933
12	81,071	83,773	86,476	89,178	91,880	94,583	97,285	99,987	102,690	105,392
13	96,403	99,617	102,830	106,044	109,257	112,471	115,684	118,898	122,111	125,325
14	113,920	117,717	121,515	125,312	129,109	132,907	136,704	140,501	144,299	148,096
15	134,000	138,467	142,933	147,400	151,866	156,333	160,800	164,200 *	164,200 *	164,200 *

* Rate limited to the rate for level IV of the Executive Schedule (5 U.S.C. 5304 (g)(1)).

* Rate limited to the rate for level IV of the Executive Schedule (5 U.S.C. 5304 (g)(1)).

Exhibit 11-C Salary Table 2018-DFW (LEO)

Exhibit 11-C

SALARY TABLE 2018-DFW (LEO)

RATES OF PAY FOR LAW ENFORCEMENT OFFICERS
INCLUDING SPECIAL BASE RATES AT GG-3 THROUGH GG-10 AND
INCORPORATING A LOCALITY PAYMENT OF 23.40%
FOR THE LOCALITY PAY AREA OF DALLAS-FORT WORTH, TX
Effective January 7, 2018

Annual Rates by Grade and Step

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
1	23,181	23,957	24,728	25,494	26,266	26,716	27,477	28,247	28,277	29,001
2	26,063	26,684	27,547	28,277	28,598	29,440	30,281	31,123	31,964	32,806
3	34,124	35,072	36,019	36,967	37,915	38,862	39,810	40,758	41,705	42,653
4	38,307	39,371	40,434	41,498	42,562	43,626	44,689	45,753	46,817	47,880
5	44,054	45,245	46,435	47,626	48,817	50,008	51,199	52,389	53,580	54,771
6	46,447	47,773	49,100	50,426	51,753	53,079	54,406	55,732	57,059	58,385
7	50,142	51,617	53,092	54,566	56,041	57,516	58,990	60,465	61,939	63,414
8	52,266	53,900	55,534	57,168	58,801	60,435	62,069	63,703	65,337	66,970
9	55,924	57,728	59,532	61,336	63,140	64,944	66,748	68,552	70,357	72,161
10	61,585	63,572	65,559	67,545	69,532	71,519	73,506	75,492	77,479	79,466
11	65,479	67,661	69,844	72,027	74,210	76,393	78,576	80,759	82,942	85,125
12	78,482	81,098	83,715	86,331	88,947	91,563	94,179	96,795	99,411	102,027
13	93,325	96,436	99,547	102,658	105,769	108,880	111,990	115,101	118,212	121,323
14	110,283	113,959	117,635	121,311	124,987	128,663	132,339	136,015	139,691	143,367
15	129,722	134,046	138,370	142,694	147,018	151,341	155,665	159,989	164,200 *	164,200 *

* Rate limited to the rate for level IV of the Executive Schedule (5 U.S.C. 5304 (g)(1)).

* Rate limited to the rate for level IV of the Executive Schedule (5 U.S.C. 5304 (g)(1)).

Exhibit 11-D Salary Table 2018-PHL (LEO)

<p style="text-align: center;">Exhibit 11-D SALARY TABLE 2018-PHL (LEO) RATES OF PAY FOR LAW ENFORCEMENT OFFICERS INCLUDING SPECIAL BASE RATES AT GG-3 THROUGH GG-10 AND INCORPORATING A LOCALITY PAYMENT OF 24.59% FOR THE LOCALITY PAY AREA OF PHILADELPHIA-READING-CAMDEN, PA-NJ-DE-MD Effective January 7, 2018</p>														
Annual Rates by Grade and Step														
Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10				
1	23,404	24,188	24,967	25,740	26,519	26,974	27,742	28,520	28,550	29,281				
2	26,315	26,941	27,812	28,550	28,874	29,723	30,573	31,423	32,273	33,122				
3	34,453	35,410	36,367	37,323	38,280	39,237	40,194	41,151	42,108	43,065				
4	38,676	39,750	40,824	41,898	42,972	44,046	45,120	46,194	47,268	48,342				
5	44,479	45,681	46,883	48,086	49,288	50,490	51,692	52,895	54,097	55,299				
6	46,894	48,234	49,573	50,912	52,252	53,591	54,930	56,270	57,609	58,949				
7	50,626	52,115	53,604	55,092	56,581	58,070	59,559	61,048	62,537	64,026				
8	52,770	54,420	56,069	57,719	59,368	61,018	62,668	64,317	65,967	67,616				
9	56,463	58,284	60,106	61,927	63,749	65,570	67,392	69,213	71,035	72,856				
10	62,179	64,185	66,191	68,197	70,203	72,209	74,215	76,220	78,226	80,232				
11	66,110	68,314	70,518	72,722	74,926	77,130	79,334	81,538	83,742	85,946				
12	79,239	81,881	84,522	87,163	89,804	92,446	95,087	97,728	100,370	103,011				
13	94,225	97,366	100,507	103,648	106,789	109,929	113,070	116,211	119,352	122,493				
14	111,346	115,058	118,769	122,481	126,192	129,904	133,615	137,327	141,038	144,750				
15	130,973	135,338	139,704	144,070	148,435	152,801	157,167	161,532	164,200 *	164,200 *				

* Rate limited to the rate for level IV of the Executive Schedule (5 U.S.C. 5304 (g)(1)).

Exhibit 11-E Salary Table 2018-DCB (LEO)

Exhibit 11-E
SALARY TABLE 2018-DCB (LEO)

RATES OF PAY FOR LAW ENFORCEMENT OFFICERS
INCLUDING SPECIAL BASE RATES AT GG-3 THROUGH GG-10 AND
INCORPORATING A LOCALITY PAYMENT OF 28.22%
FOR THE LOCALITY PAY AREA OF WASHINGTON-BALTIMORE-ARLINGTON, DC-MD-WV-PA
Effective January 7, 2018

Grade	Annual Rates by Grade and Step														
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15
1	24,086	24,893	25,694	26,490	27,292	27,760	28,551	29,351	29,382	30,134					
2	27,081	27,726	28,623	29,382	29,715	30,589	31,464	32,338	33,213	34,087					
3	35,457	36,441	37,426	38,411	39,396	40,380	41,365	42,350	43,335	44,319					
4	39,803	40,909	42,014	43,119	44,224	45,330	46,435	47,540	48,645	49,751					
5	45,775	47,012	48,249	49,487	50,724	51,961	53,198	54,436	55,673	56,910					
6	48,261	49,639	51,017	52,396	53,774	55,153	56,531	57,909	59,288	60,666					
7	52,101	53,633	55,165	56,698	58,230	59,762	61,294	62,827	64,359	65,891					
8	54,308	56,005	57,703	59,400	61,098	62,796	64,493	66,191	67,889	69,586					
9	58,108	59,983	61,857	63,732	65,606	67,481	69,355	71,230	73,105	74,979					
10	63,991	66,055	68,119	70,184	72,248	74,312	76,377	78,441	80,505	82,570					
11	68,036	70,304	72,573	74,841	77,109	79,377	81,645	83,914	86,182	88,450					
12	81,548	84,266	86,984	89,703	92,421	95,139	97,858	100,576	103,294	106,012					
13	96,970	100,203	103,435	106,668	109,900	113,132	116,365	119,597	122,830	126,062					
14	114,590	118,410	122,230	126,049	129,869	133,689	137,508	141,328	145,148	148,967					
15	134,789	139,282	143,774	148,267	152,760	157,253	161,746	166,239	170,732	175,225					

* Rate limited to the rate for level IV of the Executive Schedule (5 U.S.C. 5304 (g)(1)).

Exhibit 12 Student Cooperative Education Program and Student Temporary Employment Program Positions (Engineering and Scientific Disciplines) — Annual Pay Rates and Steps

**Exhibit 12
NRC SPECIAL SALARY SCHEDULE 2018**

**STUDENT COOPERATIVE EDUCATION PROGRAM AND
STUDENT TEMPORARY EMPLOYMENT PROGRAM POSITIONS
(ENGINEERING AND SCIENTIFIC DISCIPLINES)**

Locations: Nationwide

Effective January 7, 2018

Annual Pay Rates and Steps

Engineering and Scientific Disciplines	Semester Hours	Pay Rate	Annual Salary	Hourly Rates
Bachelor Programs				
Sophomore	30 through 59	GG-4/5	\$29,319 plus locality*	\$14.05 plus locality*
Junior	60 through 89	GG-5/6	\$42,455**	\$20.34**
Senior	90 or more	GG-5/10	\$46,315**	\$22.19**
Master Programs				
	Undergraduate GPA below 2.95	GG-5/10	\$57,072***	\$27.35***
	Undergraduate GPA 2.95 and above or One full academic year of graduate level education	GG-7/10	\$65,045***	\$31.17***
	Completion of two full academic years of graduate level education	GG-9/6	\$70,114***	\$33.60***

*Rate is from the General Grade Salary Table (Exhibit 1). Refer to Exhibits A through F for applicable locality rates to be added to base rate.

**Rates are from the Special Salary Schedule for Engineering and Scientific Positions, OPM Special Salary Rate Table for Engineers (selected series) Worldwide (Exhibit 12-A). Employees paid from this schedule do not receive locality adjustments unless the locality rates are higher than the rates on this schedule. Refer to Exhibits A through F for applicable locality rates.

***Rates are from the NRC Special Salary Schedule for Engineers and Scientific Positions (Exhibit 8). Locality rates are not applicable.

Exhibit 12 Student Cooperative Education Program and Student Temporary Employment Program Positions (Engineering and Scientific Disciplines) — Annual Pay Rates and Steps (continued)

Purpose

Establishes special salary schedules for individuals who are—

- Enrolled or who have been accepted for enrollment (during the upcoming semester, quarter, etc.) as degree-seeking (diploma, certificate) students and taking at least a half-time academic, vocational, or technical course load in accredited high schools, technical or vocational schools, 2-year or 4-year colleges or universities, or graduate or professional schools; and
- Working at NRC headquarters or Regional Offices in Student Cooperative Education Program (Co-op) positions or Student Temporary Employment Program (STEP) positions.

Use Exhibit 10 to set salary for student appointments at or above the GG-9 (Master's degree or higher) level for entry-level professional positions (GG-800, GG-1300, and legal positions).

Academic credit hours specified in Exhibit 12 are semester hours. Credit from schools using the quarter system will be converted to semester hours by multiplying the number of quarter hours earned by two-thirds.

In order to be placed in or advanced to a higher grade or step, the student is responsible for documenting earned credit hours by providing either a transcript, report card, or other official school document. Grade determinations must be supported by position descriptions.

Student Cooperative Education Program Positions

The Co-op program provides students experience that is related to their educational program or career goals and allows for their noncompetitive conversion to term and NRC Regular (Excepted) Appointments after they complete course work and career-related work requirements.

Related work experience will be a factor in determining salaries in addition to academic qualifications. Normally, a one-step increase (not to exceed the 10th step) will be allowed for each 6 months of related work experience.

Student Temporary Employment Program Positions

The STEP provides students experience in temporary positions in the occupations and grades identified (any occupations not reflected in the described categories will be decided on a case-by-case basis). Duties do not have to be related to the student's educational program or career goals. The STEP also allows for noncompetitive conversion to term and NRC Regular (Excepted) Appointments.

Exhibit 12-A Student Cooperative Education Program and Student Temporary Employment Program Positions (Engineering and Scientific Disciplines) — Annual Rates by Grade and Step

<p>Exhibit 12-A</p> <p>NRC SPECIAL SALARY SCHEDULE 2018</p> <p>STUDENT COOPERATIVE EDUCATION PROGRAM AND STUDENT TEMPORARY EMPLOYMENT PROGRAM POSITIONS (ENGINEERING AND SCIENTIFIC DISCIPLINES)</p> <p>Location: Nationwide</p> <p>Effective January 7, 2018</p> <p>Annual Rates by Grade and Step</p>											
Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step Interval
5	37630	38595	39560	40525	41490	42455	43420	44385	45350	46315	965

Extracted from OPM Special Salary Rate Table 0422 for Engineers (selected series) Worldwide.

Employees paid from this schedule do not receive locality adjustments unless the locality rates are higher than the rates on this schedule. Refer to Exhibits A through F for applicable locality rates.

Exhibit 12-B Student Cooperative Education Program and Student Temporary Employment Program Positions (Administrative and Management Disciplines) — Annual Pay Rates and Steps

Exhibit 12-B

NRC SPECIAL SALARY SCHEDULE 2018

**STUDENT COOPERATIVE EDUCATION PROGRAM AND
STUDENT TEMPORARY EMPLOYMENT PROGRAM POSITIONS
(ADMINISTRATIVE AND MANAGEMENT DISCIPLINES)**

Location: Nationwide

Effective January 7, 2018

Annual Pay Rates and Steps

Administrative/ Management Disciplines	Semester Hours	Pay Rate	Annual Salary	Hourly Rates
Bachelor Programs	30 through 89	GG-4/1	\$25,871 plus locality*	\$12.40 plus locality*
	90 or more	GG-5/1	\$28,945 plus locality*	\$13.87 plus locality*
Master Programs	GPA below 2.95	GG-5/1	\$28,945 plus locality*	\$13.87 plus locality*
	GPA 2.95 and above	GG-7/1	\$35,854 plus locality*	\$17.18 plus locality*

*Rates are from the General Grade Salary Table (Exhibit 1). Refer to Exhibits A through F for applicable locality rates to be added to base rates.

Note: For positions in Information Technology series (1550 and 2210), refer to Exhibits 13-A through 13-C for applicable rates.

**Exhibit 12-C Student Cooperative Education Program and Student Temporary
Employment Program Positions (Law Clerk) — Annual Pay Rates and Steps**

Exhibit 12-C

NRC SPECIAL SALARY SCHEDULE 2018

**STUDENT COOPERATIVE EDUCATION PROGRAM AND
STUDENT TEMPORARY EMPLOYMENT PROGRAM POSITIONS
(LAW CLERK)**

Location: Nationwide

Effective January 7, 2018

Annual Pay Rates and Steps

	Semester Hours	Pay Rate	Annual Salary	Hourly Pay Rates
Law Clerk	30 through 49	GG-7/10	\$46,609 plus locality*	\$22.33 plus locality*
	50 through 60	GG-9/8	\$54,091 plus locality*	\$25.92 plus locality*

*Rates are from the General Grade Salary Table (Exhibit 1). Refer to Exhibits A through F for applicable locality rates to be added to base rates.

Exhibit 12-D Student Cooperative Education Program and Student Temporary Employment Program Positions (Clerical) — Annual Pay Rates and Steps

Exhibit 12-D

NRC SPECIAL SALARY SCHEDULE 2018

**STUDENT COOPERATIVE EDUCATION PROGRAM AND
STUDENT TEMPORARY EMPLOYMENT PROGRAM POSITIONS
(CLERICAL)**

Location: Nationwide

Effective January 7, 2018

Annual Pay Rates and Steps

Work Experience		Semester Hours	Pay Rate	Annual Salary	Hourly Rates
None		High School Student	GG-1/1	\$18,785 plus locality*	\$9.00 plus locality*
		High School Graduate	GG-2/1	\$21,121 plus locality*	\$10.12 plus locality*
6 months of Work Experience	OR	1 year of college credits (1 to 29)	GG-3/1	\$23,045 plus locality*	\$11.04 plus locality*
1 Year of Work Experience	OR	2 years of college credits (30 to 60)	GG-4/1	\$25,871 plus locality*	\$12.40 plus locality*

*Rates are from the General Grade Salary Table (Exhibit 1). Refer to Exhibits A through F for applicable locality rates to be added to base rates.

Exhibit 13-A Information Technology for Headquarters, Region I, and Region IV

<p style="text-align: center;">Exhibit 13-A</p> <p style="text-align: center;">SPECIAL SALARY SCHEDULE 2018</p> <p style="text-align: center;">Information Technology</p> <p style="text-align: center;">Location: Headquarters, Region I & Region IV</p> <p style="text-align: center;">Effective January 7, 2018</p> <p style="text-align: center;">Annual Rates by Grade and Step</p>											
Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step Interval
5	40,523	41,874	43,225	44,576	45,927	47,278	48,629	49,980	51,331	52,682	40%
7	48,403	50,016	51,629	53,243	54,856	56,469	58,082	59,696	61,309	62,922	35%
9	57,014	58,915	60,815	62,716	64,617	66,517	68,418	70,318	72,219	74,120	30%
11	63,674	65,797	67,920	70,043	72,166	74,288	76,411	78,534	80,657	82,780	20%

Occupation(s):	1550	COMPUTER SCIENCE SPECIALIST
	2210	INFORMATION TECHNOLOGY MANAGEMENT

Note: Employees paid from this schedule (999C) do not receive locality adjustments unless the locality rates are higher than the rates on this schedule. Refer to Exhibit C, D, or E for applicable locality rates.

For positions at other grades, refer to Exhibit C, D, or E for applicable locality rates.

Exhibit 13-B Information Technology at Region II

**Exhibit 13-B
SPECIAL SALARY SCHEDULE 2018**

Information Technology
Effective January 7, 2018

Location: Region II

Annual Rates by Grade and Step

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step Interval
5	39,944	41,276	42,608	43,939	45,271	46,603	47,934	49,266	50,598	51,929	38%
7	47,686	49,275	50,865	52,454	54,043	55,633	57,222	58,811	60,401	61,990	33%
9	57,014	58,915	60,815	62,716	64,617	66,517	68,418	70,318	72,219	74,120	30%
11	62,613	64,701	66,788	68,875	70,963	73,050	75,138	77,225	79,313	81,400	18%

Occupation(s):	1550	COMPUTER SCIENCE SPECIALIST
	2210	INFORMATION TECHNOLOGY MANAGEMENT

Note: Employees paid from this schedule (999B) do not receive locality adjustments unless the locality rates are higher than the rates on this schedule. Refer to Exhibit A applicable locality rates.

For positions at other grades, refer to Exhibit A for applicable locality rates.

Exhibit 13-C Information Technology at Region III

Exhibit 13-C
SPECIAL SALARY SCHEDULE 2018
Information Technology
Effective January 7, 2018
Location: Region III

Annual Rates by Grade and Step

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step Interval
05	41,391	42,771	44,151	45,531	46,911	48,291	49,671	51,051	52,431	53,811	43%
07	49,479	51,128	52,777	54,426	56,075	57,724	59,373	61,022	62,671	64,320	38%
09	58,330	60,274	62,219	64,163	66,108	68,052	69,997	71,941	73,885	75,830	33%

Occupation(s):	1550	COMPUTER SCIENCE SPECIALIST
	2210	INFORMATION TECHNOLOGY MANAGEMENT

Note: Employees paid from this schedule (999D) do not receive locality adjustments unless the locality rates are higher than the rates on this schedule. Refer to Exhibit B for applicable locality rates.

For positions at other grades, refer to Exhibit B for applicable locality rates.

Exhibit A Salary Table 2018-ATL

Exhibit A
SALARY TABLE 2018-ATL

INCORPORATING A LOCALITY PAYMENT OF 21.16%
FOR THE LOCALITY PAY AREA OF ATLANTA--ATHENS-CLARKE COUNTY--SANDY SPRINGS, GA-AL
Effective January 7, 2018

Annual Rates by Grade and Step

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
1	22,760	23,522	24,279	25,032	25,789	26,231	26,979	27,735	27,764	28,475
2	25,590	26,200	27,047	27,764	28,079	28,905	29,731	30,558	31,384	32,210
3	27,921	28,852	29,782	30,713	31,643	32,574	33,504	34,435	35,365	36,296
4	31,345	32,390	33,434	34,479	35,523	36,567	37,612	38,656	39,700	40,745
5	35,070	36,239	37,408	38,577	39,747	40,916	42,085	43,254	44,423	45,593
6	39,091	40,394	41,696	42,998	44,301	45,603	46,906	48,208	49,511	50,813
7	43,441	44,889	46,336	47,784	49,232	50,680	52,128	53,576	55,024	56,471
8	48,109	49,713	51,317	52,921	54,526	56,130	57,734	59,338	60,942	62,546
9	53,137	54,909	56,680	58,451	60,223	61,994	63,765	65,537	67,308	69,079
10	58,517	60,467	62,418	64,369	66,319	68,270	70,221	72,171	74,122	76,073
11	64,290	66,433	68,577	70,720	72,863	75,007	77,150	79,293	81,436	83,580
12	77,058	79,626	82,195	84,764	87,332	89,901	92,469	95,038	97,606	100,175
13	91,631	94,685	97,740	100,794	103,849	106,903	109,958	113,012	116,066	119,121
14	108,281	111,890	115,499	119,109	122,718	126,327	129,937	133,546	137,156	140,765
15	127,367	131,612	135,858	140,103	144,349	148,594	152,840	157,085	161,331	164,200 *

* Rate limited to the rate for level IV of the Executive Schedule (5 U.S.C. 5304 (g)(1)).
NOTE: Locality rates of pay are considered rates of basic pay—see 5 C.F.R. 531.203.

Exhibit B Salary Table 2018-CHI

<p style="text-align: center;">Exhibit B GENERAL GRADE SALARY TABLE 2018-CHI INCORPORATING A LOCALITY PAYMENT OF 27.47% FOR THE LOCALITY PAY AREA OF CHICAGO-NAPERVILLE, IL-IN-WI Effective January 7, 2018 Annual Rates by Grade and Step</p>											
Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	
1	23,945	24,747	25,544	26,335	27,132	27,597	28,384	29,179	29,210	29,958	
2	26,923	27,564	28,455	29,210	29,541	30,411	31,280	32,149	33,019	33,888	
3	29,375	30,354	31,333	32,312	33,291	34,270	35,249	36,228	37,207	38,186	
4	32,978	34,077	35,175	36,274	37,373	38,472	39,571	40,669	41,768	42,867	
5	36,896	38,126	39,356	40,586	41,817	43,047	44,277	45,507	46,737	47,967	
6	41,127	42,497	43,868	45,238	46,608	47,978	49,349	50,719	52,089	53,460	
7	45,703	47,226	48,750	50,273	51,796	53,319	54,843	56,366	57,889	59,412	
8	50,615	52,302	53,990	55,678	57,365	59,053	60,741	62,428	64,116	65,804	
9	55,905	57,768	59,632	61,495	63,359	65,223	67,086	68,950	70,813	72,677	
10	61,564	63,616	65,669	67,721	69,773	71,826	73,878	75,930	77,982	80,035	
11	67,638	69,893	72,148	74,403	76,658	78,913	81,168	83,423	85,678	87,933	
12	81,071	83,773	86,476	89,178	91,880	94,583	97,285	99,987	102,690	105,392	
13	96,403	99,617	102,830	106,044	109,257	112,471	115,684	118,898	122,111	125,325	
14	113,920	117,717	121,515	125,312	129,109	132,907	136,704	140,501	144,299	148,096	
15	134,000	138,467	142,933	147,400	151,866	156,333	160,800	164,200 *	164,200 *	164,200 *	

* Rate limited to the rate for level IV of the Executive Schedule (5 U.S.C. 5304 (g)(1)).
NOTE: Locality rates of pay are considered rates of basic pay—see 5 C.F.R. 531.203.

Exhibit C Salary Table 2018-DFW

Exhibit C
GENERAL GRADE SALARY TABLE 2018-DFW
INCORPORATING A LOCALITY PAYMENT OF 23.40%
FOR THE LOCALITY PAY AREA OF DALLAS-FORT WORTH, TX-OK
Effective January 7, 2018

Grade	Annual Rates by Grade and Step									
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
1	23,181	23,957	24,728	25,494	26,266	26,716	27,477	28,247	28,277	29,001
2	26,063	26,684	27,547	28,277	28,598	29,440	30,281	31,123	31,964	32,806
3	28,438	29,385	30,333	31,281	32,228	33,176	34,124	35,072	36,019	36,967
4	31,925	32,989	34,052	35,116	36,180	37,243	38,307	39,371	40,434	41,498
5	35,718	36,909	38,100	39,291	40,481	41,672	42,863	44,054	45,245	46,435
6	39,814	41,140	42,467	43,793	45,120	46,447	47,773	49,100	50,426	51,753
7	44,244	45,718	47,193	48,668	50,142	51,617	53,092	54,566	56,041	57,516
8	48,998	50,632	52,266	53,900	55,534	57,168	58,801	60,435	62,069	63,703
9	54,120	55,924	57,728	59,532	61,336	63,140	64,944	66,748	68,552	70,357
10	59,598	61,585	63,572	65,559	67,545	69,532	71,519	73,506	75,492	77,479
11	65,479	67,661	69,844	72,027	74,210	76,393	78,576	80,759	82,942	85,125
12	78,482	81,098	83,715	86,331	88,947	91,563	94,179	96,795	99,411	102,027
13	93,325	96,436	99,547	102,658	105,769	108,880	111,990	115,101	118,212	121,323
14	110,283	113,959	117,635	121,311	124,987	128,663	132,339	136,015	139,691	143,367
15	129,722	134,046	138,370	142,694	147,018	151,341	155,665	159,989	164,200 *	164,200 *

* Rate limited to the rate for level IV of the Executive Schedule (5 U.S.C. 5304 (g)(1)).
NOTE: Locality rates of pay are considered rates of basic pay—see 5 C.F.R. 531.203.

Exhibit D Salary Table 2018-PHL

<p style="text-align: center;">Exhibit D GENERAL GRADE SALARY TABLE 2018-PHL INCORPORATING A LOCALITY PAYMENT OF 24.59% FOR THE LOCALITY PAY AREA OF PHILADELPHIA-READING-CAMDEN, PA-NJ-DE-MD Effective January 7, 2018</p>											
Annual Rates by Grade and Step											
Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	
1	23,404	24,188	24,967	25,740	26,519	26,974	27,742	28,520	28,550	29,281	
2	26,315	26,941	27,812	28,550	28,874	29,723	30,573	31,423	32,273	33,122	
3	28,712	29,669	30,625	31,582	32,539	33,496	34,453	35,410	36,367	37,323	
4	32,233	33,307	34,381	35,455	36,529	37,603	38,676	39,750	40,824	41,898	
5	36,063	37,265	38,467	39,669	40,872	42,074	43,276	44,479	45,681	46,883	
6	40,198	41,537	42,876	44,216	45,555	46,894	48,234	49,573	50,912	52,252	
7	44,670	46,159	47,648	49,137	50,626	52,115	53,604	55,092	56,581	58,070	
8	49,471	51,121	52,770	54,420	56,069	57,719	59,368	61,018	62,668	64,317	
9	54,641	56,463	58,284	60,106	61,927	63,749	65,570	67,392	69,213	71,035	
10	60,173	62,179	64,185	66,191	68,197	70,203	72,209	74,215	76,220	78,226	
11	66,110	68,314	70,518	72,722	74,926	77,130	79,334	81,538	83,742	85,946	
12	79,239	81,881	84,522	87,163	89,804	92,446	95,087	97,728	100,370	103,011	
13	94,225	97,366	100,507	103,648	106,789	109,929	113,070	116,211	119,352	122,493	
14	111,346	115,058	118,769	122,481	126,192	129,904	133,615	137,327	141,038	144,750	
15	130,973	135,338	139,704	144,070	148,435	152,801	157,167	161,532	164,200 *	164,200*	

* Rate limited to the rate for level IV of the Executive Schedule (5 U.S.C. 5304 (g)(1)).
NOTE: Locality rates of pay are considered rates of basic pay—see 5 C.F.R. 531.203.

Exhibit E Salary Table 2018-DCB

<p style="text-align: center;"> Exhibit E GENERAL GRADE SALARY TABLE 2018-DCB INCORPORATING A LOCALITY PAYMENT OF 28.22% FOR THE LOCALITY PAY AREA OF WASHINGTON-BALTIMORE-ARLINGTON, DC-MD-VA-WV-PA Effective January 7, 2018 </p>											
Annual Rates by Grade and Step											
Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	
1	24,086	24,893	25,694	26,490	27,292	27,760	28,551	29,351	29,382	30,134	
2	27,081	27,726	28,623	29,382	29,715	30,589	31,464	32,338	33,213	34,087	
3	29,548	30,533	31,518	32,502	33,487	34,472	35,457	36,441	37,426	38,411	
4	33,172	34,277	35,382	36,488	37,593	38,698	39,803	40,909	42,014	43,119	
5	37,113	38,351	39,588	40,825	42,063	43,300	44,537	45,775	47,012	48,249	
6	41,369	42,747	44,126	45,504	46,882	48,261	49,639	51,017	52,396	53,774	
7	45,972	47,504	49,036	50,569	52,101	53,633	55,165	56,698	58,230	59,762	
8	50,912	52,610	54,308	56,005	57,703	59,400	61,098	62,796	64,493	66,191	
9	56,233	58,108	59,983	61,857	63,732	65,606	67,481	69,355	71,230	73,105	
10	61,926	63,991	66,055	68,119	70,184	72,248	74,312	76,377	78,441	80,505	
11	68,036	70,304	72,573	74,841	77,109	79,377	81,645	83,914	86,182	88,450	
12	81,548	84,266	86,984	89,703	92,421	95,139	97,858	100,576	103,294	106,012	
13	96,970	100,203	103,435	106,668	109,900	113,132	116,365	119,597	122,830	126,062	
14	114,590	118,410	122,230	126,049	129,869	133,689	137,508	141,328	145,148	148,967	
15	134,789	139,282	143,774	148,267	152,760	157,253	161,746	164,200 *	164,200 *	164,200 *	

* Rate limited to the rate for level IV of the Executive Schedule (5 U.S.C. 5304 (g)(1)).
NOTE: Locality rates of pay are considered rates of basic pay—see 5 C.F.R. 531.203.

Exhibit F Salary Table 2018-Locality Pay Area Rates

**Exhibit F
2018 LOCALITY PAY AREA RATES
Effective January 7, 2018**

Locality Pay Area	Rate
Alaska	28.02%
Albany-Schenectady, NY	16.50%
Albuquerque-Santa Fe-Las Vegas, NM	15.76%
Atlanta—Athens-Clarke County—Sandy Springs, GA-AL	21.16%
Austin-Round Rock, TX	16.71%
Boston-Worcester-Providence, MA-RI-NH-CT-ME	27.48%
Buffalo-Cheektowaga, NY	19.18%
Charlotte-Concord, NC-SC	16.21%
Chicago-Naperville, IL-IN-WI	27.47%
Cincinnati-Wilmington-Maysville, OH-KY-IN	19.87%
Cleveland-Akron-Canton, OH	20.08%
Colorado Springs, CO	16.59%
Columbus-Marion-Zanesville, OH	18.97%
Dallas-Fort Worth, TX-OK	23.40%
Davenport-Moline, IA-IL	16.08%
Dayton-Springfield-Sidney, OH	18.11%
Denver-Aurora, CO	25.47%
Detroit-Warren-Ann Arbor, MI	26.25%
Harrisburg-Lebanon, PA	16.15%
Hartford-West Hartford, CT-MA	28.21%
Hawaii	18.43%
Houston-The Woodlands, TX	31.74%
Huntsville-Decatur-Albertville, AL	18.49%
Indianapolis-Carmel-Muncie, IN	16.23%
Kansas City-Overland Park-Kansas City, MO-KS	16.10%
Laredo, TX	17.40%
Las Vegas-Henderson, NV-AZ	16.49%
Los Angeles-Long Beach-San Luis Obispo, CA	30.57%
Miami-Fort Lauderdale-Port St. Lucie, FL	22.64%
Milwaukee-Racine-Waukesha, WI	20.14%
Minneapolis-St. Paul, MN-WI	23.37%
New York-Newark, NY-NJ-CT-PA	32.13%
Palm Bay-Melbourne-Titusville, FL	15.93%
Philadelphia-Reading-Camden, PA-NJ-DE-MD	24.59%
Phoenix-Mesa-Scottsdale, AZ	19.09%
Pittsburgh-New Castle-Weirton, PA-OH-WV	18.35%
Portland-Vancouver-Salem, OR-WA	22.53%
Raleigh-Durham-Chapel Hill, NC	19.52%
Richmond, VA	18.79%
Sacramento-Roseville, CA-NV	24.86%
San Diego-Carlsbad, CA	27.88%
San Jose-San Francisco-Oakland, CA	39.28%
Seattle-Tacoma, WA	25.11%
St. Louis-St. Charles-Farmington, MO-IL	16.47%
Tucson-Nogales, AZ	16.17%
Washington-Baltimore-Arlington, DC-MD-VA-WV-PA	28.22%
Rest of U.S.	15.37%

NOTE: Locality rates of pay are considered rates of basic pay—see 5 C.F.R. 531.203.