

Hazardous Duty Pay

Responsible Officer: Vice President for Human Resources

Sponsoring Department: Human Resources

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Errors or changes to: aim@uta.edu

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I. **Policy**

Certain law enforcement personnel of the University are entitled to hazardous duty pay in accordance with applicable law. Such pay shall be in the amount of \$10.00 per month for each year of eligible service, up to and including 30 years of service.

II. **Eligibility**

All full-time commissioned law enforcement personnel are eligible for hazardous duty pay.

III. **Basis of Service**

- A. If a state employee is receiving longevity pay and transfers to a position eligible for hazardous duty pay, the employee will continue to receive longevity pay for the years of service performed in the previously held position. An employee may not receive longevity pay for the years they receive hazardous duty pay. However, when computing the total years of service as a state employee, the years spent at both the non-hazardous duty job and the hazardous duty job will be included.
- B. If a state employee working in a position eligible for hazardous duty pay transfers to a position that is not eligible, the employee will no longer receive hazardous duty pay. The employee shall receive longevity pay based on the total number of years of service as a state employee. Thus, the longevity pay will include the years of service in the eligible position requiring the performance of hazardous duty.

IV. **Payment**

- A. Payment of hazardous duty pay and changes in entitlement shall be based upon 12-month increments of service.
- B. Such payment shall not be prorated.
- C. After the completion of 12 months of service, hazardous duty pay commences on the first day of the next month at the specified rate and continues at that rate until the completion of another 12-month increment.
- D. A change in status occurring during the month will be effective the first day of the following month.

Example: An employee appointed on September 1 of a given year completes 12 months of service on August 31, one year later. The hazardous duty payment will commence on the first day of the next month, September 1. Accordingly, an employee appointed on September 2 of a given year will complete 12 months service on September 1, one year later. Hazardous duty pay will commence on the first day of the next month, October 1.

V. **Transfers**

Commissioned full-time law enforcement personnel transferring within The University of Texas System shall be given credit for prior service. An institution employing an individual on the first day of the month will be responsible for hazardous duty pay

VI. **Method of Payment**

- A. Hazardous duty pay is considered a part of total compensation although the base salary rate of the employee is not affected by such payment.
- B. The inclusion of hazardous duty pay as part of total compensation affects federal withholding, OASI, the amount of group insurance, and other benefit calculations and retirement contributions.
- C. Hazardous duty pay shall not be considered in calculating the amount of lump-sum payments for vacation upon termination. It shall, however, be considered in making calculations for lump-sum payments of vacation and sick leave to the estate of a deceased employee.