SHARP Message #427

DATE: 01/03/01
AUTHOR: BRENT SMITH
SUBJECT: 2001 DISCRETIONARY DAY UPDATES
MESSAGE TEXT:

Note: This message does not affect agency 677 nor 349.

As a result of agency requests, we will remove the year 2001 24-hour Discretionary Day balance for employees hired from 06/28/00 to 12/23/00 (new hires). These employees are not yet eligible for a Discretionary Day. We will not be removing the hours for rehired employees who are not yet eligible for the Discretionary Day since the Discretionary Day does not automatically default for rehires throughout the year.

You should inform these employees of the date they are eligible to use their 2001 Discretionary Day. Unfortunately, ineligible new hires will see the "DD" on checks to be received 01/05/01, indicating they have a Discretionary Day balance. You may wish to inform them they are not yet eligible for the "Day." Our programmers will reduce the balance to zero this week for ineligible new hires (but not ineligible rehires). As a result, the "DD" won't display on the check received 01/19/01 for the ineligible new hires. Throughout the year, the Discretionary Day will default for these new hires approximately one week following the biweekly pay period in which they earn it (once they have completed six months) and the "DD" will appear on checks at that time.

Future Enhancement: We are also in the process of working with programmers to automate the six-month Discretionary Day insert for rehired employees. Currently, agencies submit a request to DPS to have the hours increased to 24. This future programming update will eliminate the need to request the hours be increased to 24 for rehires.

We will let you know through the SHARP website and Message panel once the rehired employee update occurs. Expect to see the ineligible (less than six-months employed) "new hires" Discretionary Day balances reduced to zero this morning (Wed, 01/03/01).

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