

Date: OCT 10 2018

From: Executive in Charge, Office of the Under Secretary for Health

Subj: Exception to the Biweekly Pay Limitation - Employees Receiving Premium Pay Due to Hurricane Michael Work Activities

To: Network Directors and Medical Center Directors

1. This memorandum is to provide guidance and information on the exception to the biweekly limitation on overtime or other premium pay received by agency employees due to the Hurricane Michael. Agency employees performing emergency work related to this natural disaster are eligible to receive premium pay beyond limits set forth by 5 CFR 550.105.

2. Pursuant to the authority listed in 5 CFR 550.105(c)(1), and VA Handbook 5007 (Pay Administration), part V, chapter 2, paragraph 5, I am authorizing an exception to the biweekly pay limitation. In this instance, such an employee may be paid overtime, or other premium pay, for work critical to the mission of the VA, based on an annual limitation of GS-15, step 10, or the rate payable for Level V of the Executive Schedule in effect on the last day of the calendar year (see 5 CFR 550.106(c)).

3. Where you have employees who may hit the pay cap and are working in support of the emergency, the attached spreadsheet must be provided to FSC by close of business on the Thursday in the second week of the pay period. This spreadsheet must be submitted every pay period until the emergency situation concludes. Following this protocol is critical to ensure that premium pay for bi-weekly caps are waived and controls are in place to monitor that limits to the annual maximum earnings limit are not exceeded.

4. If you have any questions or require additional information, please contact Lauren Kuiper-Rocha at lauren.kuiper-rocha@va.gov.



Richard A. Stone, M.D.

Attachment