

# Law Enforcement Merit System Council

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## LAW ENFORCEMENT MERIT SYSTEM COUNCIL SUBSTANTIVE POLICY STATEMENT #1-2019

### EMPLOYEE ELIGIBILITY FOR PAY STEP INCREASE

This Substantive Policy Statement is to inform the general public and members of the Department of the Council's interpretation regarding an employee's eligibility to receive a scheduled pay step increase following an Interim Rating within the preceding 12-months.

When calculating an employee's eligibility for a scheduled pay step increase, any time period spent in Interim Rating status within the preceding 12-months, will delay the employee's eligibility by the same amount of time. An employee becomes eligible for a subsequent pay step increase 12-months from the newly established eligibility date.

Approved and entered into the minutes of the Council on October 29, 2019.

Richard K. Walker, Chairman

Teri L. Mingus, Vice-Chairman

Rickey Salyers, Member

This substantive policy statement is advisory only. A substantive policy statement does not include internal procedural documents that only affect the internal procedures of the agency and does not impose additional requirements or penalties on regulated parties or include confidential information or rules made in accordance with the Arizona administrative procedure act. If you believe that this substantive policy statement does impose additional requirements or penalties on regulated parties you may petition the agency under section 41-1033, Arizona Revised Statutes, for a review of the statement.