



George Deukmejian, Governor

TO: PERSONNEL MANAGEMENT LIAISONS

REFERENCE CODE: MM-87-03
EFFECTIVE DATE: July 1, 1987
EXPIRATION DATE: Indefinite
DATE OF ISSUE: May 15, 1987

THIS MEMORANDUM SHOULD BE DISTRIBUTED TO:

- Personnel Officers
- Employee Relations Officers
- Accounting Officers
- Interested Parties

SUBJECT: Temporary Out-of-State Assignments --- Non-Represented Employees

THIS MEMO SUPERCEDES MANAGEMENT MEMO 86-24-1 ISSUED AUGUST 8, 1986.

Effective September 1, 1986, the Department of Personnel Administration (DPA) established an Out-of-State Relocation Pay Differential, of 10 percent of the employee's monthly salary, for Non-Represented employees who are temporarily assigned Out-of-State. This pay differential is in-lieu of the Out-of-State Pay Differential for Non-Represented employees (classes listed in Section 16.25 - 16.27 of the 43rd Edition of the Pay Scales) who are permanently headquartered out-of-state.

Effective July 1, 1987, living expenses for assignments which exceed one year, are discontinued and the following guidelines must be used for the payment of allowances and the pay differential:

Anticipated Length of Assignment

Allowances and Pay Differential

Less than 31 days

Short term out-of-state per diem (actual lodging with receipt and high cost area meal and incidental allowances in accordance with DPA Regulation 599.619(d).

NO PAY DIFFERENTIAL

More than 30 days and up to one year

Long-term per diem of \$41 or \$21 per day in accordance with DPA Regulation 599.619(b) and a 10 percent pay differential.

More than one year

Full relocation allowance at the beginning and end of the assignment and 10 percent pay differential. Moving expenses shall be paid in accordance with DPA regulations.

NO SUBSISTENCE ALLOWANCES

If you have any questions, please call Diane Hachey or Jan Sale at (916) 324-0439, ATSS 454-0439.


Anne Bersinger, Chief
Personnel Management Division