



North Carolina Department of Public Safety

Human Resources

Pat McCrory, Governor
Frank L. Perry, Secretary

David A. Shehdan, Director
Human Resources

April 4, 2014

ADMINISTRATIVE MEMORANDUM: 03-2014

TO: DPS Division Directors and Section Heads
FROM: David Shehdan, Human Resources Director *DAS*
SUBJECT: Governor's Salary Freeze for 2014

This memorandum is to notify management of the salary freeze implemented for most salary increases as ordered by the Governor for the remainder of FY 2013-2014. This freeze is in addition to the SB 402 Budget Bill restricting equity adjustments, retention offers, and placing 10% cumulative salary adjustments for each year of the 2013-15 biennium.

In summary, In-range Adjustments and the corresponding Career-Banded Progression Adjustments are now only allowable by exception. What remains permissible (within the 10% rule) are: promotions, reclassifications, acting-promotions, lateral movements, and filling vacant positions.

Attached are several documents providing guidelines and processing details; however, please contact DPS Human Resources (not OSHR) for questions, interpretation and exceptions. Likewise, questions regarding budget and position funding should be directed to DPS Budget.

Thank you for your help as we implement this spending slow down to close out the fiscal year.

DAS:MKS

Attachments: Memo from Director Alexander
Allowable Promotions
Allowable Reclassifications
FAQs

Cc: Secretary Frank L. Perry
Deputy Secretary and General Counsel Ellis Boyle
Commissioner W. David Guice
Commissioner Gregory K. Baker
Commissioner Lorrie L. Dollar
Human Resources Management Team

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