The following information is designed to assist you in understanding your 5/11/18 paycheck which includes retro pay for the recent contract settlement.

Q: What time period does the retro pay cover?
A: Your new pay rate was effective on 1/1/18 and entered into the payroll system starting with hours worked on 3/31/18 and later. This means retro pay covers regular hours paid between 1/1/18 and 3/30/18. For an employee who worked full time (7.5 hrs/day) without any unpaid time or leaves, this equates to approximately 63 days (472.5 hours).

Q: How is the retro pay calculated?
A: It is calculated by determining the difference of what was paid at the old rate and what should have been paid using the new rate. For example, an employee who was paid $30.12 per hour would have been paid $14,231.70. If they had been paid $30.57 per hour for that same time they would have been paid $14,444.33. The difference of $14,444.33 - $14,231.70 = $212.63 which would be the retro pay gross amount.

Q: Was retro pay calculated on overtime hours I worked?
A: Yes, if those overtime hours were originally calculated based on your EA rate of pay. For example, if you earned $30.12 per hour and had been paid 10 hours of overtime pay at a 1 ½ times this rate, the overtime premium you were paid was 15.06 x 10 hrs = 150.60. At the new rate of $30.57, the overtime premium you would have been paid is 15.285 x 10 hrs = 152.85. The difference in overtime you will receive in retro pay is $152.85 – 150.60 = $2.25. Your retro pay on overtime premium is listed separately on your paycheck.

Q: Was retro pay calculated on additional assignment hours such as EDL?
A: Yes, if those hours were originally paid at your EA rate of pay. Any hours worked that are paid at an alternative rate of pay or not covered under the EA contract would not be subject to the pay increase or retro. Additional assignment hours are not split out separately on your paycheck for the retro pay. They are either included in the regular retro pay or the overtime retro.

Q: Why are my retro pay less than I expected?
A: There are multiple reasons why it could be less than you expected. First, employees who took unpaid days off or were on unpaid leave of absence would have fewer hours where the pay increase applied. Second, retro pay is taxed at a higher flat amount than regular wages so this reduces the net amount you receive.

Q: Why is my retro pay different than my colleague’s amount?
A: There could be multiple reasons for this which is why it is never recommended to compare paycheck amounts. The most common reason is that there are a different number of total hours in which the retro pay is applied because of non-duty break pay, additional hours worked, or unpaid days. FTE changes and lane changes can also create a difference. If you have questions about your specific amount, contact your designated Payroll Specialist.

Q: Where can I look to see my new and old annual salary amounts?
A: Hourly rates are listed on the paychecks, however you can also view this information through Employee Self Service, under Payroll and Compensation > Compensation History.

Q: How can I tell where my retro pay is listed on my paycheck?
A: Under the “Hours and Earnings” section of your check stub, direct deposit advice, or on-line statement, you will see “Retroactive Pay” under the description and the amount listed under “Earnings”. No rate of pay is listed since the retro amount is a calculation of the difference between your old rate and new rate at the number of hours/days worked.