

**Department of Finance and Administration
Office of Personnel Management**

Policy Title: **Regular Salary Procedures and Restrictions** Policy Number: **2**

Authority: Ark. Code Ann. §§ 19-4-1601 and 21-5-101 Revised: **July 1, 2017**

Arkansas is not a right to work state. The Arkansas Constitution provides that all salaries and fees of all officers in the State shall be fixed by the Arkansas General Assembly and no salary or fee may be greater than that fixed by law.

The General Assembly has declared that the Uniform Classification and Compensation Act and its successors shall govern state employee rate of compensation with respect to:

1. The entry salary for each classification;
2. The frequency with which salary increases may be granted; and
3. The maximum annual salary that may be paid for the grade assigned each classification.

The administrative heads of state agencies can consider the ability of the employee and the length of service with the state when determining compensation levels.

It is not the intent that the maximum annual salaries as authorized in an appropriation act be paid unless the employee possesses such qualifications and then only within the limitations of the appropriations and funds available for that purpose.

A state employee may not receive from appropriated or cash funds, either from state, federal or other sources, compensation in an amount greater than that established as the maximum annual salary for the employee unless specific provisions are made by law.

A state employee may not receive additional cash allowances, including but not limited to, uniform allowance, clothing allowance, motor vehicle depreciation or replacement allowance, fixed transportation allowance, or meals and lodging allowance other than for reimbursement for costs actually incurred by the employee, or unless specifically allowed in the law.