

## Office of Personnel Management

### Policy

|   |                                |
|---|--------------------------------|
| <b>Policy Title:</b><br>Career Service Recognition Payments | <b>Policy Number:</b><br>20.16 |
| <b>Citation:</b><br>Arkansas Code Annotated § 21-5-106      | <b>Forms:</b><br>None          |

### Purpose

Arkansas law allows the state to recognize the longevity of state employees and non-faculty employees of institutions of higher education for years of service to the state.

### Specific Provisions

Employees and non-faculty employees of institutions of higher education who meet the eligibility requirements shall be eligible for annual career service recognition payments on the anniversary date of the completion of such service according to the following schedule:

| <b>Years of Service</b> | <b>Amount of Recognition Payment</b> |
|-------------------------|--------------------------------------|
| 10—14 Years             | \$600                                |
| 15—19 Years             | \$700                                |
| 20-24 Years             | \$800                                |
| 25 or more years        | \$900                                |

To receive the full amount of the recognition payment, the service must have been in either elected positions or regular full-time positions, classified or non-classified.

Employees who work part-time in regular salary positions may receive annual career service recognition payments on a pro rata basis.

Periods of authorized leave without pay and leave of absence for military service when veteran's reemployment rights are exercised shall not negate eligibility for the payment.

|   |                                |
|---|--------------------------------|
| <b>Policy Title:</b><br>Career Service Recognition Payments | <b>Policy Number:</b><br>20.16 |
|---|--------------------------------|

The Chief Fiscal Officer of the State shall make the determination that there are sufficient funds available for career service recognition payments to be made.

Career service recognition payments shall be subject to withholding of all applicable state and federal taxes. Career service payments shall be included by retirement systems in determining benefits.

January 13, 2011