

**Subject: Commonwealth Salary Structure and Rates of Pay**

**1. Purpose**

The following guidelines include a table listing the annual salary with calculations of the semi-monthly and hourly rates, effective as of November 25, 2001. The hourly rates are used to compute pay for leave balances, base hourly rates, and overtime rates.

**2. Procedures**

To determine the semimonthly rate, divide the annual rate by 24.  
 To compute the hourly rate, divide the full-time, annual rate by 2080.

**State Wide and Differential Bands Effective November 25, 2001**

| BANDS | STATE WIDE RANGES    |                      | Former 2 steps<br>+ 4.56% RANGES |                      | Former 4 steps<br>+ 9.32% RANGES |                      | Former 6 steps<br>+ 14.30% RANGES |                      | Former 8 steps<br>+ 19.51% RANGES |                      | Former 10 steps<br>+ 24.95% RANGES |                      | Former 12 steps<br>+ 30.64% RANGES |                       |
|-------|----------------------|----------------------|----------------------------------|----------------------|----------------------------------|----------------------|-----------------------------------|----------------------|-----------------------------------|----------------------|------------------------------------|----------------------|------------------------------------|-----------------------|
|       | MIN.                 | MAX.                 | MIN.                             | MAX.                 | MIN.                             | MAX.                 | MIN.                              | MAX.                 | MIN.                              | MAX.                 | MIN.                               | MAX.                 | MIN.                               | MAX.                  |
|       | 1                    | \$13,101<br>\$6.30   | \$26,888<br>\$12.93              | \$13,698<br>\$6.59   | \$28,113<br>\$13.52              | \$14,322<br>\$6.89   | \$29,393<br>\$14.13               | \$14,974<br>\$7.20   | \$30,732<br>\$14.78               | \$15,657<br>\$7.53   | \$32,132<br>\$15.45                | \$16,370<br>\$7.87   | \$33,598<br>\$16.15                | \$17,116<br>\$8.23    |
| 2     | \$17,116<br>\$8.23   | \$35,127<br>\$16.89  | \$17,895<br>\$8.60               | \$36,727<br>\$17.66  | \$18,711<br>\$9.00               | \$38,401<br>\$18.46  | \$19,563<br>\$9.41                | \$40,149<br>\$19.30  | \$20,455<br>\$9.83                | \$41,980<br>\$20.18  | \$21,386<br>\$10.28                | \$43,892<br>\$21.10  | \$22,361<br>\$10.75                | \$45,892<br>\$22.06   |
| 3     | \$20,455<br>\$9.83   | \$41,980<br>\$20.18  | \$21,386<br>\$10.28              | \$43,892<br>\$21.10  | \$22,361<br>\$10.75              | \$45,892<br>\$22.06  | \$23,379<br>\$11.24               | \$47,981<br>\$23.07  | \$24,444<br>\$11.75               | \$50,168<br>\$24.12  | \$25,557<br>\$12.29                | \$52,452<br>\$25.22  | \$26,722<br>\$12.85                | \$54,842<br>\$26.37   |
| 4     | \$26,722<br>\$12.85  | \$54,842<br>\$26.37  | \$27,939<br>\$13.43              | \$57,341<br>\$27.57  | \$29,211<br>\$14.04              | \$59,951<br>\$28.82  | \$30,542<br>\$14.68               | \$62,683<br>\$30.14  | \$31,934<br>\$15.35               | \$65,539<br>\$31.51  | \$33,389<br>\$16.05                | \$68,525<br>\$32.94  | \$34,910<br>\$16.78                | \$71,646<br>\$34.45   |
| 5     | \$34,910<br>\$16.78  | \$71,646<br>\$34.45  | \$36,500<br>\$17.55              | \$74,910<br>\$36.01  | \$38,163<br>\$18.35              | \$78,323<br>\$37.66  | \$39,901<br>\$19.18               | \$81,890<br>\$39.37  | \$41,719<br>\$20.06               | \$85,621<br>\$41.16  | \$43,620<br>\$20.97                | \$89,522<br>\$43.04  | \$45,607<br>\$21.93                | \$93,599<br>\$45.00   |
| 6     | \$45,607<br>\$21.93  | \$93,599<br>\$45.00  | \$47,684<br>\$22.93              | \$97,862<br>\$47.05  | \$49,856<br>\$23.97              | \$102,321<br>\$49.19 | \$52,128<br>\$25.06               | \$106,982<br>\$51.43 | \$54,503<br>\$26.20               | \$111,857<br>\$53.78 | \$56,985<br>\$27.40                | \$116,951<br>\$56.23 | \$59,581<br>\$28.64                | \$122,280<br>\$58.79  |
| 7     | \$59,581<br>\$28.64  | \$122,281<br>\$58.79 | \$62,295<br>\$29.95              | \$127,849<br>\$61.47 | \$65,133<br>\$31.31              | \$133,675<br>\$64.27 | \$68,101<br>\$32.74               | \$139,764<br>\$67.19 | \$71,202<br>\$34.23               | \$146,130<br>\$70.25 | \$74,446<br>\$35.79                | \$152,787<br>\$73.46 | \$77,837<br>\$37.42                | \$159,746<br>\$76.80  |
| 8     | \$77,837<br>\$37.42  | \$159,747<br>\$76.80 | \$81,384<br>\$39.13              | \$167,025<br>\$80.30 | \$85,090<br>\$40.91              | \$174,633<br>\$83.96 | \$88,967<br>\$42.77               | \$182,589<br>\$87.78 | \$93,020<br>\$44.72               | \$190,907<br>\$91.78 | \$97,257<br>\$46.76                | \$199,603<br>\$95.96 | \$101,688<br>\$48.89               | \$208,696<br>\$100.33 |
| 9     | \$101,687<br>\$48.89 | MARKET               | \$106,321<br>\$51.12             | MARKET               | \$111,164<br>\$53.44             | MARKET               | \$116,227<br>\$55.88              | MARKET               | \$121,522<br>\$58.42              | MARKET               | \$127,058<br>\$61.09               | MARKET               | \$132,847<br>\$63.87               | MARKET                |

**Pay Bands Effective November 25, 2001 – Annual and Hourly Rates**

| BANDS | STATE WIDE RANGES                     |                                       | FREQUENCY                              |
|-------|---------------------------------------|---------------------------------------|--|
|       | MINIMUM                               | MAXIMUM                               |  |
| 1     | \$13,101.00<br>\$545.88<br>\$6.30     | \$26,888.00<br>\$1,120.33<br>\$12.93  | Annual<br>Semi Monthly<br>Hourly Rates |
| 2     | \$17,116.00<br>\$713.17<br>\$8.23     | \$35,127.00<br>\$1,463.63<br>\$16.89  | Annual<br>Semi Monthly<br>Hourly Rates |
| 3     | \$20,455.00<br>\$852.29<br>\$9.83     | \$41,980.00<br>\$1,749.17<br>\$20.18  | Annual<br>Semi Monthly<br>Hourly Rates |
| 4     | \$26,722.00<br>\$1,113.42<br>\$12.85  | \$54,842.00<br>\$2,285.08<br>\$26.37  | Annual<br>Semi Monthly<br>Hourly Rates |
| 5     | \$34,910.00<br>\$1,454.58<br>\$16.78  | \$71,646.00<br>\$2,985.25<br>\$34.45  | Annual<br>Semi Monthly<br>Hourly Rates |
| 6     | \$45,607.00<br>\$1,900.29<br>\$21.93  | \$93,599.00<br>\$3,899.96<br>\$45.00  | Annual<br>Semi Monthly<br>Hourly Rates |
| 7     | \$59,581.00<br>\$2,482.54<br>\$28.64  | \$122,281.00<br>\$5,095.04<br>\$58.79 | Annual<br>Semi Monthly<br>Hourly Rates |
| 8     | \$77,837.00<br>\$3,243.21<br>\$37.42  | \$159,747.00<br>\$6,656.13<br>\$76.80 | Annual<br>Semi Monthly<br>Hourly Rates |
| 9     | \$101,687.00<br>\$4,236.96<br>\$48.89 | MARKET                                | Annual<br>Semi Monthly<br>Hourly Rates |

### **3. References**

[Department of Human Resource Management](#), *Commonwealth of Virginia Compensation Plan*

### **4. Approval and Revisions**

Approved January 4, 2001, by the Assistant Vice President, Personnel Services, Linda S. Woodard.

October 10, 2001: Technical corrections to update policy links and name change for the Commonwealth of Virginia's Department of Human Resource Management (formerly Department of Personnel and Training).

- Revision 1

Section 1 – Updated effective date to November 25, 2001.

Approved April 16, 2002 by Vice President for Budget and Financial Management, M. Dwight Shelton, Jr.