



# United States Department of the Interior

OFFICE OF THE SECRETARY  
Washington, DC 20240

December 31, 2024

## Memorandum

To: Bureaus Human Capital Officers

From: For Jennifer A. Ackerman  
Director, Office of Human Capital, Deputy Chief Human Capital Officer

Subject: Waiver of Biweekly Limitations on Premium Pay – DOI Support for the Funeral of President Jimmy Carter

James Earl Carter, Jr., the 39th President of the United States, passed away on December 29, 2024. An official state funeral honoring former President Carter will commence on January 4, 2025, and conclude on January 9, 2025. Some Department of the Interior personnel will have designated support roles for events to support the funeral and other events associated with President Carter's passing. Department employees are authorized a waiver of the biweekly limitations on premium pay and are authorized an increase to the calendar year (CY) 2024 and 2025 pay limitations, as defined by the provisions of 5 U.S.C. §5547 if they perform work in direct support of associated events including emergency management, law enforcement activities, national security activities, or a funeral support role. This waiver of biweekly pay limitations is effective December 29, 2024. The annual pay limitation, as established in 5 CFR §550.106 and 5 CFR §550.107 remains in effect.

Employees granted waivers during CY24 or CY25 may receive premium pay only to the extent that the payment does not cause the total of their basic pay and premium pay for CY24 or CY25 to exceed the greater of the annualized rate payable for GS-15, step 10, or level V of the Executive Schedule.

The headquarters human resource office for each bureau will keep a record of the number employees affected and types of premium pay involved for waivers granted under the provisions of this memorandum. These records will be made available upon request from the Department or the U.S. Office of Personnel Management.

Questions should be addressed to your respective Bureau Human Resources Servicing and/or payroll provider. The DOI Office of Human Capital point of contact is Mechelle Muthuveeran at [mechelle\\_muthuveeran@ios.doi.gov](mailto:mechelle_muthuveeran@ios.doi.gov).

Cc: Bureau Human Capital Officers  
Bureau Human Resource Directors

Director, Office of Emergency Management