




United States Department of the Interior

OFFICE OF THE SECRETARY
Washington, DC 20240

OCT 10 2018

Memorandum

To: Solicitor
Inspector General
Assistant Secretaries
Heads of Bureaus and Equivalent

From: Raymond A. Limon 
Deputy Assistant Secretary – Human Capital and Diversity
Chief Human Capital Officer

Subject: Waiver of Bi-Weekly Limitations on Premium Pay (Hurricane Michael)

Effective September 30, 2018, Department of the Interior (DOI) employees are authorized a waiver of the bi-weekly limitations on premium pay and authorized an increase to the calendar year (CY) 2018 pay limitations, as defined by the provisions of section 5547 of title 5, United States Code (U.S.C.), if they perform work in direct support of or directly related to response operations for Hurricane Michael. The annual pay limitation, as established in 5 Code of Federal Regulations (CFR) 550.106 and 5 CFR 550.107 remains in effect.

Employees granted waivers during CY18 may receive premium pay only to the extent that the payment does not cause the total of his or her basic pay and premium pay for CY18 to exceed the greater of the annualized rate payable for GS-15, step 10 or level V of the Executive Schedule.

The human resources 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 Office and/or payroll provider. The DOI Office of Human Resources point of contact is Renae Lockwood. Ms. Lockwood can be reached at renae_lockwood@ios.doi.gov.

cc:
Bureau Human Capital Officers
Bureau Human Resource Directors