

## INTRODUCTORY NOTES

### Effective Dates

This Compensation Plan is a revision of the ~~2005-2007~~-2009 Plan. Unless otherwise noted, the effective dates for all portions of this Compensation Plan will be based on the beginning date of the pay period closest to July 1 for each fiscal year. For all employees on biweekly payroll systems, these dates will be ~~December 9, 2007 through July 5, 2008~~ July 5, 2009 through July 3, 2010, for fiscal year ~~2007-2008~~2009-2010; and ~~July 6, 2008 through July 4, 2009~~ July 4, 2010 through July 2, 2011, for fiscal year ~~2008-2009~~2010-2011; unless otherwise noted. These dates will be ~~December 9, 2007 through July 4, 2009~~ July 5, 2009 through July 2, 2011, for the ~~2007-2009~~-2011 biennium, unless otherwise noted. On the dates during which pay rates change, the revised rates become effective after processing of pay changes as the result of personnel transactions occurring on the same date in accordance with Section I, 4.01 of this Plan, unless otherwise noted.

### Official Hourly Rate

All computations of pay rates for employees covered under this Plan are based on the Official Hourly Rate (OHR) rounded to three decimal places for base pay and two decimal places for supplemental pay.

**NOTE:** When an OHR is affected by a pay adjustment, the following rounding procedures are used:

1. For Adjustments To Base Pay: The computation is carried out to five decimal places and any digits appearing beyond the fifth decimal place are dropped. If any digit other than zero appears in either the fourth or fifth decimal column, the digit in the third decimal column is rounded up.
2. For Adjustments To Supplemental Pay (e.g., Physician Board Certification Add-On): The computation is carried out to five decimal places and any digits beyond the fifth decimal place are dropped. If any digit other than zero appears in the third, fourth or fifth decimal column, the digit in the 2nd decimal column is rounded up.

Refer to Chapter 504 of the Wisconsin Human Resources Handbook for additional information relating to Official Hourly Rate Rounding.