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**The Commonwealth of Massachusetts**

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COMMISSION ON ADMINISTRATION AND FINANCE,  
STATE HOUSE, BOSTON 33, April 3, 1952.

*To the Honorable Senate and House of Representatives:*

I am enclosing herewith proposed legislation under the provisions of chapter 7, section 7, of the General Laws, entitled "An Act authorizing the Division of Personnel and Standardization to make Rules and Regulations to Properly Administer the Salary Increment Provisions in the General Salary Schedule."

This bill is presented at the request of the Division of Personnel and Standardization, to reduce the amount of bookkeeping required at the present time in the institutions and departments of the Commonwealth, and to provide a more uniform method of payment of salary increments.

At present, salary increments become effective on the actual calendar day they become due. In the many cases where the actual calendar day does not coincide with the start of a pay-roll period, extra computations and pay-roll entries are necessary, since the pay roll must show the individual at two different rates of compensation within the period.

This bill will permit increments to become effective on the first day of the pay-roll period, and provides for the Division to make rules for deferring increments to the start of the next pay-roll period when the individual has been off the pay roll during the period affected.

The bill is recommended by the Division of Personnel and the Comptroller of the Commonwealth. I urge its passage in ample time to be effective at the beginning of the next fiscal year.

Very truly yours,

THOMAS H. BUCKLEY,  
*Commissioner of Administration.*

PROPOSED LEGISLATION.<sup>v</sup>**The Commonwealth of Massachusetts**

In the Year One Thousand Nine Hundred and Fifty-Two.

AN ACT AUTHORIZING THE DIVISION OF PERSONNEL AND STANDARDIZATION TO MAKE RULES AND REGULATIONS TO PROPERLY ADMINISTER THE SALARY INCREMENT PROVISIONS IN THE GENERAL SALARY SCHEDULE.

1    *Whereas*, The deferred operation of this act would  
2    tend to defeat its purpose, which is to provide a more  
3    effective application of the salary increment provisions  
4    of the General Salary Schedule and further perfect  
5    the classified service of the commonwealth, therefore  
6    it is hereby declared to be an emergency law, necessary  
7    for the immediate preservation of the public con-  
8    venience.

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:*

1    Section 46 (2) of chapter 30 of the General Laws,  
2    enacted by chapter 311 of the acts of 1948, is hereby  
3    repealed and the following section 46 (2) is hereby  
4    inserted in its place:—

5    (2) For purposes of salary increments provided  
6    for in the general salary schedule, in chapter 30, sec-

7 tion 46 (1), a year of service shall be a period of fifty-  
8 two weeks of work if pay roll is on a weekly basis;  
9 if pay roll is on a monthly basis then twelve months  
10 of work shall constitute a year of service.

11 A pay-roll period in the case of weekly pay roll  
12 shall be a period of seven consecutive days, and in the  
13 case of monthly pay roll shall be a calendar month.

14 Increments shall commence on the first day of the  
15 pay-roll period in which such increments fall; pro-  
16 vided, however, that if an employee is off the pay roll  
17 for one or more days, such increment shall be post-  
18 poned in accordance with the rules and regulations  
19 of the division of personnel and standardization.

20 In cases of weekly pay-roll periods, increments in  
21 salary grades numbered one to fourteen, inclusive,  
22 under the General Salary Schedule shall be increases  
23 of sixty dollars at intervals of twenty-six weeks of  
24 work, during the first, second and third year, and  
25 at the beginning of the eighth and twelfth years said  
26 increment shall be increases of one hundred and  
27 twenty dollars; in cases of those on a monthly pay  
28 roll, said increments shall be increases of sixty dollars  
29 at intervals of six months of work during the first,  
30 second and third year, and at the beginning of the  
31 eighth and twelfth years said increment shall be  
32 increases of one hundred and twenty dollars. In the  
33 case of weekly pay-roll period, increments in Labor  
34 Service Salary Schedule shall be increases of sixty  
35 dollars at intervals of twenty-six weeks of work during  
36 the first eighteen months of service; if on a monthly  
37 pay roll, said increments shall be increases of sixty  
38 dollars at intervals of six months of work during the  
39 first eighteen months of service. Subsequent salary

40 increments in Labor Service Salary Schedule shall  
41 become due at the beginning of the sixth and tenth  
42 years of service.

43 Increments in salary grades except as provided  
44 above shall be increases at intervals of a year's service  
45 in the first, second, third years and thereafter at the  
46 beginning of the eighth and twelfth years service.