

Response to Questions on the FY 2009 Advertised Budget Plan

Request By: Supervisor Herrity

Question: What is the definition of Shift Differential?

Response: Shift Differential is an extra pay allowance made to employees who work on a shift other than a regular day shift (e.g., 8 a.m. to 5 p.m., Monday through Friday) if the shift is thought to represent a hardship, or if competitive organizations provide a similar premium. The current County Shift Differential is \$0.90 for the evening shift and \$1.30 for the night shift.

Shift Differential for Fire and Rescue personnel is paid to merit fire protection employees assigned to the 24-hour shift (as found in Personnel/Payroll Administration Policies and Procedures Memorandum No.14A). An employee assigned to the 24-hour shift schedule receives the shift rate for all hours worked between 7:00 a.m. and 6:59 a.m. the next day. The current Shift Differential rate for Fire and Rescue is \$0.73 to reflect the 24-hour shift structure and is derived by taking the average of the other County Shift Differential rates (\$0.00, \$0.90, \$1.30).

Shift Differential premium pay is paid to all employees excluding Fire and Rescue personnel based on whether they meet all of the following three criteria (as found in Personnel/Payroll Administration Policies and Procedures Memorandum No. 13 and 14B):

1. the employee is scheduled to work fixed and/or rotating shifts including any unanticipated shift schedule changes to meet departmental needs as long as the hours are regular hours rather than overtime;
2. AND the shift starts at or after 1:00 p.m.;
3. AND the hours scheduled after 4:00 p.m. are greater than the hours scheduled prior to 4:00 p.m.

OR

1. The employee works a fixed or rotating shift of more than 12 hours.

The two shifts that fall within the aforementioned criteria are evening shift and night shift. The evening shift refers to all shift schedules that begin at or after 1:00 p.m. and before 7:59 p.m. The night shift refers to all shift schedules that begin at or after 8:00 p.m. and before 7:00 a.m.

The majority of Shift Differential is paid to personnel in Public Safety agencies, including the Police Department, Office of the Sheriff, the Fire and Rescue Department, and the Department of Public Safety Communications. However, positions in other agencies which meet the above criteria are also eligible. Other County agencies which have noteworthy Shift Differential expenses are the Fairfax-Falls Church Community Services Board, Fairfax County Public Library, Juvenile and Domestic Relations District Court, and Department of Vehicle Services.