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DEC 12 2003

COMPTROLLER'S MEMORANDUM NO. 2003-36

TO: Heads of Departments

ATTN: Payroll Offices

SUBJECT: Statutory Dues Changes for Bargaining Units 01 and 10 Represented by United Public Workers (UPW)

This memorandum is to notify departments of the impending statutory dues changes for all employees in the UPW-represented bargaining units 01 and 10. These changes have been specified by UPW under the provisions of Section 89-4, Hawaii Revised Statutes.

Effective January 1, 2004 the statutory dues for these employees will be as follows:

(1) Regular full-time employees shall have their monthly statutory dues computed at 1.5% times the monthly salary in effect on January 1, 2004 (or thereafter, if hired later) plus $8.50. The minimum monthly statutory dues amount shall be $36.50 ($28.00 plus $8.50).

The monthly salary is defined as the employee's monthly basic rate of pay including shortage differential, compression differential, related differential, temporary differential, salary adjustment differential, retention differential and permanent differential pay.

(2) Monthly statutory dues for part-time employees shall be:

a. $27.45 ($21.00 plus $6.45) for those employees with work schedules of twenty (20) or fewer hours per week.

b. $36.50 (428.00 plus $8.50) for those employees with work schedules of more than (20) hours per week.

The monthly dues rate of an employee shall be changed when the employee's monthly basic rate of pay is changed due to permanent upward or downward movement between January 2, 2004 and December 31, 2004. The monthly dues rate of an employee shall not be changed as a result of a negotiated pay increase that is between January 2, 2004 and December 31, 2004.

The new statutory dues will be deducted in the pay period ending January 15, 2004.

Your cooperation in transmitting this information to the affected employees in your department will be appreciated.

RUSS K. SAITO
State Comptroller