ENCH#/CHG#:	ENHC0035954-CHG0050598	Release:	21.03
SAR Title:	User Group FEMA related work exemptions and new	Name:	Kelli Phillips
	Annual/Aggregate Cap		
Date:	7/13/21	Revised Date:	Revisions after final W/T

General Description:

Special authorities were given for the Federal Emergency Management Agency (FEMA) Disaster Relief Fund in section 545 of title V of division F of the Consolidated Appropriations Act in 2017 and the Coronavirus Aid, Relief, and Economic Security (CARES) Act in 2020 that waived the normal premium pay and overtime caps for the applicable calendar year and cannot exceed the annual limitation for Level II of the Executive Schedule (EXII).

Requirements:

- Waive the biweekly premium pay limitation.
- Exclude exempted premium pay from the aggregate limitation in the calendar year the payment is made.
- Apply a higher annual premium pay limitation for the calendar year the exempted premium pay is earned.
 - The employee's combined amount of basic pay (including locality pay and special rate supplements) and premium pay cannot exceed the annual rate of salary at the EXII level.
- Exempted premium pay includes:
 - o Fair Labor Standards Act (FLSA) exempt overtime (OT)
 - o FLSA exempt compensatory time (CT)
 - o GS night pay
 - o Sunday premium
 - Holiday worked
 - o Standby duty pay
 - o Administratively uncontrollable overtime pay (AUO)
 - o Law enforcement availability pay (EAP)
 - o Regular overtime for FLSA exempt firefighters with uncommon tours of duty (112 or 144 hours)
- Any additional premium pay that results from application of the higher premium pay cap, may not be considered basic pay for retirement or any other purpose.
 - Allow these premium payments to exceed the biweekly limit, but any excess beyond the biweekly limit shall not be treated as basic pay for retirement or other purposes.

ENCH#/CHG#:	ENHC0035954-CHG0050598	Release:	21.03
SAR Title:	User Group FEMA related work exemptions and new	Name:	Kelli Phillips
	Annual/Aggregate Cap		_
Date:	7/13/21	Revised Date:	Revisions after final W/T

Stakeholders:

Name	Entity –	E-mail	Roles
Kelli Phillips	IBC-Payroll Systems Branch	kelli_a_phillips@ibc.doi.gov	Analyst
Dean Laterza	IBC-Systems Development Branch	dlaterza@ibc.doi.gov	Technical
Eric Tuten	IBC-Systems Development Branch	jtuten@ibc.doi.gov	Technical
Shaun Hines	IBC-Systems Development Branch	shines@ibc.doi.gov	Technical
Marc Jefferson	IBC-Payroll Systems Branch	MJefferson@ibc.doi.gov	Tester
Yvonne Morgan	SAT-Systems Analysis and Training	ymorgan@ibc.doi.gov	Requestor
Sarah Wright	SAT-Systems Analysis and Training	sarah wright@ibc.doi.gov	Liaison services
Rebecca Romero	IBC-Payroll Operations Branch	rebecca_n_Romero@ibc.doi.gov	Payroll Operations Branch Chief
Chris Zertuche-Rocha	IBC-Payroll Operations Division	christine_l_zertuche@ibc.doi.gov	Payroll Operations Division Chief

Scope:

In Scope:

- Pay Groups 1-4
- TA systems
- Premium pay specified by OPM
 - o FLSA Exempt OT, FLSA Exempt CT, GS Night Pay, Sunday Premium, and Holiday Worked.
- Premium pay applicable to basic pay/retirement
 - AUO, EAP, Standby, and Regular overtime for FLSA exempt firefighters with uncommon tours of duty (112 or 144 hours).

Out of Scope:

- Pay Groups 5 and 6
- FLSA non-exempt OT or CT
- Pay Code 810 pays FLS
- Employees who are ineligible for premium pay (e.g. Senior Executive Service employees)
- Exempt employees performing non-exempt duties

Business Need:

Currently FPPS functionality only allows the biweekly limitation to be lifted on the Timesheet (TA). The Payroll Operations Branch (POB) must process manual pay audits and adjustments for employees who are working in accordance with the applicable act impacting specified premium pay and employees do not receive their premium pay in the pay period it was worked due to system cutback of those premium pays. FPPS must accommodate bypassing both the biweekly and aggregate limits and apply a higher annual limit to alleviate the manual workload for POB and the delay of premium payments to employees.

ENCH#/CHG#:	ENHC0035954-CHG0050598	Release:	21.03
SAR Title:	User Group FEMA related work exemptions and new	Name:	Kelli Phillips
	Annual/Aggregate Cap		
Date:	7/13/21	Revised Date:	Revisions after final W/T

Risk Assessment:

1-Low 2-Med 3-High

Potential Hazard	Who/What is at risk	Risk Areas	Risk Rating	Probability	Control Measures / Comments
Improper coding of time sheets	- Client - POD - FPPS	- Pay - Debts - Calc - Recomp	2-Med	2-Med	Agency must know when it is appropriate to code the time sheet for the purposes defined in the acts.
					If coded improperly, time sheet corrections must be processed to correct employee's pay.
Apply the higher annual pay limitation improperly	- Client - POD - FPPS	- Pay - Calc	2-Med	1-Low	Systematic solution to apply the higher EXII annual limitation for exempted premium pay and allow for changes to limit in the future.
Credit annual premium pays for retirement purposes above the normal biweekly limit	- Client - POD - FPPS	- Pay - Calc	3-Med	1-Low	Systematic solution to allow payment of these premium pays up to the EXII level, but not allow credit for retirement purposes on payments above the biweekly limit.

ENCH#/CHG#:	ENHC0035954-CHG0050598	Release:	21.03
SAR Title:	User Group FEMA related work exemptions and new	Name:	Kelli Phillips
	Annual/Aggregate Cap		
Date:	7/13/21	Revised Date:	Revisions after final W/T

Online Changes:

TACT/TAIN/TAPR: Time and Attendance Initiate/Change

Utilize the Secondary Rate Indicator Field (2R)

- This field will also now be used if an employee is working under the FEMA pay limitations specific to the special authorities outlined in the acts.
- The new indicator codes below are selected on the time sheet (TA) for all premium pay codes subject to these specific FEMA pay limitations.

Allow the following new FEMA Bypass indicators to be selected for the 2R field:

Code Description

A REG RT/FEMA Bypass

B Secondary RT/FEMA Bypass

- 2R Code 'A' is applicable to employees *without* a secondary rate who are working under the FEMA special authorities.
- 2R Code 'B' is only applicable to employees who are working under a secondary rate *and* are working under the FEMA special authorities.
- The new FEMA Bypass indicators can be typed in the 2R field or selected from the Secondary Rate Indicator Help pop-up window PX187W1:

```
01/15/22
            ** FEDERAL PERSONNEL/PAYROLL SYSTEM **
14:18:15
                 * CORRECT T&A INFORMATION *
COMMAND:
                  _____
                                        ==========<<
GODFREY, ALJADITH LARLETT ECI: 3844 PP: 2202 IN05 HQ LLHQ734000
 ************
TO ADD OR CHANGE, TYPE OVER DATA. TO DELETE, TYPE 'D' IN THE ACTION CODE.
TO ACCESS NEGOTIATED RATE OR MESSAGE CODE, TYPE 'X' IN FIELD AND PRESS ENTER.
TYPE 'X' TO ACCESS MESSAGES:
                          TYPE 'X' TO ACCESS LEAVE FROM/TO TIME:
USE: MASTER TA IND (Y/N): N REROUTE NET CK CD: ADV LV IND (Y/N): N MSG CD:
A PAY T N 2 S E WK
C CDE I R R C H IN SUN MON TUE WED THU FRI SAT K
                                           COST STRUCTURE
  0100 ____ __ __ __ ___
 140 _ _ _ 2 0800
MORE
DAILY TOTAL: 3200 1700 1600 1600 1600 (BOTH WEEKS)
WEEK 1 TOTAL: 4900 WEEK 2 TOTAL: 4800 BIWEEKLY TOTAL: 9700
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
                          TLVW
                                  DOWN REL-E
             ESC
                 MATN
                                                     EXIT
```

```
SECONDARY RATE INDICATOR HELP - PX187W1

POSITION THE CURSOR ON THE CODE/DESCRIPTION AND PRESS ENTER
CODE DESCRIPTION
0 REGULAR RATE
1 SECONDARY RATE
A REG RT/FEMA BYPASS
B SECONDARY RT/FEMA BYPASS
END

PF3=ESC
```

ENCH#/CHG#:	ENHC0035954-CHG0050598	Release:	21.03
SAR Title:	User Group FEMA related work exemptions and new	Name:	Kelli Phillips
	Annual/Aggregate Cap		_
Date:	7/13/21	Revised Date:	Revisions after final W/T

Time and Attendance Edit Matrix:

Condition	Action	Related Error Message and Description
Secondary Rate Indicator (2R) selected on	Generate	TBL.AAB * NOT ON SECONDARY RATE TABLE
timesheet is not 0, 1, A, or B.		(Insert value entered)
		Note: Valid values are read from the Secondary Rate
		Code table.
Secondary Rate Indicator (2R) selected on	Generate	TBL.AAZ * AND * CANNOT BE ENTERED
timesheet is A or B and Exempt as Nonexempt		TOGETHER
is selected for the same week.		(Insert 2R IND 'A' or 'B' and EXMPT WORKING
		NON-EXMPT respectively)
Secondary Rate Indicator (2R) selected on	Generate	TNA.081 SECONDARY RATE ON T&A WITH NO
timesheet is 'B' and employee does not have a		SECONDARY RATE IN EMPLOYEE MASTER
Secondary Rate in personnel record.		

Table Updates Required:

FEMA Pay Limits Table

Create new Table: FEMA Pay Limits

This table is read if the new FEMA Secondary Rate Indicator (2R) on a timesheet is selected as indicator Code A or B. The FEMA pay limits are applied to the premium pay codes in which the Secondary Rate Indicator Code A or B is selected. This table dictates what limits are bypassed (e.g. biweekly and aggregate) or applied at a higher level (e.g. the annual limit is EXII) and allows flexibility if future acts dictate different pay limitations.

This table is maintained by the Payroll Systems Branch.

Error Message ID

Amend error message TBL.AAZ * AND * CANNOT BE ENTERED TOGETHER

Add to the Corrective Action:

SECONDARY RATE (2R) INDICATOR 'A' OR 'B' CANNOT BE SELECTED IN THE SAME WEEK EMPLOYEE IS MARKED AS EXEMPT WORKING NON-EXEMPT ON THE TIMESHEET.

This error message generates when the Secondary Rate Indicator (2R) selected on timesheet is 'A' or 'B' and Exempt as Nonexempt is selected on the TA for the same week.

The Message generated will state 2R IND 'A' OR 'B' AND EXMPT WORKING NON-EXMPT CANNOT BE ENTERED TOGETHER.

	1211					
01/15/22	** FEDERAL PERSON	NEL/PAYRO	OLL SYSTE	** M		PT720M2
10:27:32	* ERROR MESS.	AGE ID M	AINTENANC	CE *		PT720P2
COMMAND: <===						==<<<<<
ERROR IDENTIFIER	: TBL . AAZ SHOR	T MESSAGI	G:			
* AND * CANNOT I	BE ENTERED TOGETHE	R				
CORRECTIVE ACTION	J:					
EDITS SELECTION	CRITERIA FOR REPO	RTS, LIST	rs, and I	CABLES, I	.E., CODE	Ξ
AND DESCRIPTION	CANNOT BE ENTERED	AT THE S	SAME TIME	SELECT	ONE OR	THE
OTHER.						
SECONDARY RATE	(2R) INDICATOR 'A'	OR 'B'	CANNOT BE	SELECTE	D IN THE	SAME
WEEK EMPLOYEE IS	MARKED AS EXEMPT	WORKING	NON-EXEM	IPT ON TH	E TIMESHE	EET.
DATA ELEMENT CROS	SS REFERENCE:		RELATED	EDITS:	AGENCY X	REF:
TABLE-DRIVEN						
DATA-ELEMENT-NAM	AE					
		MORE: N				

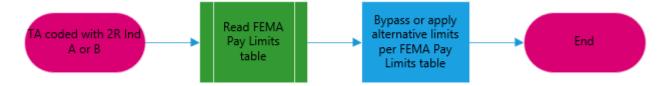
ENCH#/CHG#:	ENHC0035954-CHG0050598	Release:	21.03
SAR Title:	User Group FEMA related work exemptions and new	Name:	Kelli Phillips
	Annual/Aggregate Cap		_
Date:	7/13/21	Revised Date:	Revisions after final W/T

Enter-PF1PF2	-PF3	-PF4PF5PF6PF7PF8PF9PF10PF11-	-PF12
NEXT	ESC	MAIN	EXIT

Reports/Interfaces:

All applicable reports will be updated by the Time and Attendance Branch (TAB)

Process Flow:



ENCH#/CHG#:	ENHC0035954-CHG0050598	Release:	21.03
SAR Title:	User Group FEMA related work exemptions and new	Name:	Kelli Phillips
	Annual/Aggregate Cap		
Date:	7/13/21	Revised Date:	Revisions after final W/T

Miscellaneous:

Highlighted fields indicate FEMA exempted premium pay and the applicable pay limit. This listing was confirmed by OPM.

This listing was confirmed by OPM.	Biweekly/Annual	FEMA Annual EXII	Annual Aggregate EXI	Annual VP*
LIMITS	GS-15/10	Limit	Limit	Limit
REG	X	X	X	X
OT Exempt	X	X	X	X
C/T Exempt	X	X	X	X
OT Non-Exempt				
C/T Non-Exempt				
NIGHT	X	X	X	X
SUNDAY	X	X	X	X
HOLIDAY	X	X	X	X
HAZARD			X	X
AUO/EAP	X	X	X	X
DIFF			X	X
FEMA OT Non-Exempt				
FEMA C/T Non-Exempt				
FEMA OT Exempt		X		
FEMA C/T Exempt		X		
FEMA GS NIGHT		X		
FEMA SUNDAY		X		
FEMA HOLIDAY		X		
FEMA AUO/EAP/190 (Basic Pay & C/Bs)		X		
FEMA AUO/EAP/190 (Not Basic & C/Bs)		X		
AWARDS			X	X
BACK PAY				
SEVERANCE				
STUDENT LOAN				
PCS, LUMP SUM				

Appendix A:

Current Functionality to Remain Intact –

Condition	Functionality
FEMA option is not selected on the pay codes on TA	Apply current programming and apply the normally applicable
	Biweekly, Annual, and/or Aggregate pay limitations for the
	applicable pay plan.
Secondary Rate Indictor '0' and '1'	No change to functionality. These indicators are still used when
·	an employee works two positions. This rate designates whether
	the employee is to be paid at the base or secondary rate of the
	second position.

<u>Appendix B:</u> <u>File layouts –N/A</u>

ENCH#/CHG#:	ENHC0035954-CHG0050598	Release:	21.03
SAR Title:	User Group FEMA related work exemptions and new	Name:	Kelli Phillips
	Annual/Aggregate Cap		
Date:	7/13/21	Revised Date:	Revisions after final W/T

Appendix C:

Roles and Responsibilities -

Agency:

- The 2017 act applies to work performed during the calendar year. The 2020 CARES act applies to work performed during the 2020 fiscal year. Future acts may have either stipulation. Agency is responsible for coding time and attendance correctly in accordance with the applicable act.
- Responsible for ensuring any hours coded on a TA for the purposes outlined in this enhancement met the eligibility requirements any future acts may require.
- Lifting caps for hurricanes related to the Surge Capacity Force is not the same as, and should not be confused with, the FEMA limits legislation for 2017 or the CARES act of 2020 applicable to this enhancement.
 - Responsible for identifying whether duties performed related to the FEMA DRF are Fair Labor Standards Act (FLSA) Exempt or FLSA Non-exempt and part of the Surge Capacity Force. FLSA Non-Exempt duties are not covered by the acts applicable to this enhancement.
- If an employee is normally not subject to the biweekly, annual, and/or aggregate pay limitations, the FEMA indicator should not be coded on the timesheet. The FEMA indicator limits pay to the annual limit of EXII.
- The 2R FEMA Indicator on TA is allowed, but not required, to be placed on basic rate pay codes (such as 010) since basic pay does not cutback. The end result will be the same regardless if the 2R FEMA Indicator is or is not placed on base rate pay codes.
- Until the TA systems are updated to allow the new secondary rate options, an amended TA will need to be submitted to the Payroll operations Branch (POB).
 - o If a subsequent amended TA is submitted, ensure the secondary rate indicator is on the amendment.
 - O Corrected T&A Constraints: If POB inputs the 2R FEMA indicator for an agency whose TA system does not have 2R indicator and agency later submits a corrected T&A with no 2R indicator, the amendment overlays the prior T&A in which POB input 2R FEMA indicator.
- Pay code 113 should not be used. It is only applicable for wildland fires.
- Once the enhancement is implemented, use the new FEMA indicator on the TA for the purposes applicable and specific to this enhancement and disregard past system work-around directives to place 'LB' and/or FLSA Exempt to FLSA Non-Exempt on the TA.

Payroll Operations Branch (POB):

- POB will continue to review reports for the Biweekly, Annual, and Aggregate Cutback.
- POB will process amended TAs to add the 2R indictor if the TA system used by the client does not have this option.
 - Once the FEMA 2R option is available in the TA system, POB will no longer need to process the amended TAs. They can be processed by the agency.

Payroll Systems Branch (PSB):

• FEMA Pay Limits table will be maintained by Payroll Systems Branch as part of the PSB annual table update process.

<u>Appendix D:</u>

Additional Reports – N/A

Appendix E:

Citations –

• The special premium pay authority is found in section 545 of title V of division F of the Consolidated Appropriations Act, 2017 (Public Law 115-31, May 5, 2017), as amended. Section 545 was added by section 20607 of title VI of division B of the Bipartisan Budget Act of 2018 (H.R. 1892, Public Law 115-

ENCH#/CHG#:	ENHC0035954-CHG0050598	Release:	21.03
SAR Title:	User Group FEMA related work exemptions and new	Name:	Kelli Phillips
	Annual/Aggregate Cap		
Date:	7/13/21	Revised Date:	Revisions after final W/T

- 123, February 9, 2018), and then amended by section 544 of title V of division F of the Consolidated Appropriations Act, 2018 (H.R. 1625, Public Law 115-141, March 23, 2018).
- Coronavirus Aid, Relief, and Economic Security Act (Public Law 116-136, March 27, 2020)
 - contains two sections providing an agency head with the authority to waive the biweekly premium pay limitation found at 5 U.S.C. 5547(a) and apply a higher annual premium pay cap and to exclude premium pay from the aggregate limitation on pay found at 5 U.S.C. 5307 for work performed in response to COVID-19.
 - For employees who perform work in emergency or mission critical situations that do not meet the coverage conditions of the CARES Act waiver authorities, the head of an agency may apply an annual premium pay cap instead of a biweekly premium pay cap, subject to the conditions provided in law and regulation. (See 5 U.S.C. 5547(b) and 5 CFR 550.106-550.107.) OPM has no authority to further waive the title 5 premium pay limitation or aggregate pay limitation.
 - Section 16003 of the CARES Act permits the head of an agency to waive the premium pay limitation (5 U.S.C. 5547(a)) and apply a higher annual premium pay cap for services performed by an employee during fiscal year 2020 that the head of the agency determines are primarily related to the preparation, prevention, or response to COVID-19. Section 16003 also provides that any premium pay for such services is excluded from the aggregate limitation on pay (5 U.S.C. 5307). The agency head may utilize the section 16003 authority only if the premium payments normally subject to the 5 U.S.C. 5547(a) limitation are funded, either directly or through reimbursement, by the Federal Emergency Management Agency. An employee provided a waiver under section 16003 may be paid premium pay (including overtime pay) only to the extent that it would not cause the aggregate of basic pay and premium pay for the applicable calendar year to exceed the rate for level II of the Executive Schedule (\$197,300 for 2020). Premium pay exempted from the regular title 5 premium pay limitations under the section 16003 authority will also be excluded in applying the aggregate limitation on pay under 5 U.S.C. 5307 during calendar year 2020. The aggregate limitation on pay remains at the rate for level I of the Executive Schedule (\$219,200 for 2020) or the rate payable to the Vice President (\$253,300 for 2020), as applicable. The section 16003 authority is effective as if enacted on January 1, 2020, for covered services through the end of fiscal year 2020.
 - Section 16003 also applies to any other provision of law limiting the aggregate amount of premium pay payable on a biweekly or calendar year basis. The agency responsible for administering such laws must determine which payments are "premium pay" under section 16003.
- OPM issued a memorandum titled, "Waiver of the Premium Pay Limitation and Aggregate Pay Limitation for Employees Working in Response to Coronavirus Disease 2019 (COVID-19)."
 - https://www.opm.gov/policy-data-oversight/covid-19/opm-memorandum-waiver-of-the-premiumpay-limitation-and-aggregate-pay-limitation-for-employees-working-in-response-to-coronavirusdisease-2019-covid-19/
 - https://www.congress.gov/116/bills/hr748/BILLS-116hr748enr.pdf

Section 16003

- (a) PREMIUM PAY AUTHORITY.—If services performed during fiscal year 2020 are determined by the head of the agency to be primarily related to preparation, prevention, or response to coronavirus, any premium pay that is funded, either directly or through reimbursement, by the Federal Emergency Management Agency shall be exempted from the aggregate of basic pay and premium pay calculated under section 5547(a) of title 5, United States Code, and any other provision of law limiting the aggregate amount of premium pay payable on a biweekly or calendar vear basis.
- (b) OVERTIME AUTHORITY.—Any overtime that is funded for such services described in subsection (a), either directly or through reimbursement, by the Federal Emergency Management Agency shall be exempted from any annual limit on the amount of overtime payable in a calendar or fiscal year.

ENCH#/CHG#:	ENHC0035954-CHG0050598	Release:	21.03
SAR Title:	User Group FEMA related work exemptions and new	Name:	Kelli Phillips
	Annual/Aggregate Cap		
Date:	7/13/21	Revised Date:	Revisions after final W/T

- (c) APPLICABILITY OF AGGREGATE LIMITATION ON PAY.—In determining whether an employee's pay exceeds the applicable annual rate of basic pay payable under section 5307 of title 5, United States Code, the head of an Executive agency shall not include pay exempted under this section.
- o (d) LIMITATION OF PAY AUTHORITY.—Pay exempted from otherwise applicable limits under subsection (a) shall not cause the aggregate pay earned for the calendar year in which the exempted pay is earned to exceed the rate of basic pay payable for a position at level II of the Executive Schedule under section 5313 of title 5, United States Code.
- (e) EFFECTIVE DATE.—This section shall take effect as if enacted on January 1, 2020. SEC. 16004. (a) Amounts provided for "Coast Guard—Operations and Support" in the Consolidated Appropriations Act, 2020 (Public Law 116–93) may be available for pay and benefits of H. R. 748—265 Coast Guard Yard and Vessel Documentation personnel, Non-Appropriated Funds personnel, and for Morale, Welfare and Recreation Programs. (b) No amounts may be used under this section from amounts that were designated by the Congress for Overseas Contingency Operations/Global War on Terrorism pursuant to the Concurrent Resolution on the Budget or the Balanced Budget and Emergency Deficit Control Act of 1985.

Section 18110

- o (a) If services performed by an employee during fiscal year 2020 are determined by the head of the agency to be primarily related to preparation, prevention, or response to coronavirus, any premium pay for such services shall be disregarded in calculating the aggregate of such employee's basic pay and premium pay for purposes of a limitation under section 5547(a) of title 5, United States Code, or under any other provision of law, whether such employee's pay is paid on a biweekly or calendar year basis.
- o (b) Any overtime pay for such services shall be disregarded in calculating any annual limit on the amount of overtime pay payable in a calendar or fiscal year.
- (c) With regard to such services, any pay that is disregarded under either subsection (a) or (b) shall be disregarded in calculating such employee's aggregate pay for purposes of the limitation in section 5307 of such title 5.
- o (d)(1) Pay that is disregarded under subsection (a) or (b) shall not cause the aggregate of the employee's basic pay and premium H. R. 748—293 pay for the applicable calendar year to exceed the rate of basic pay payable for a position at level II of the Executive Schedule under section 5313 of title 5, United States Code, as in effect at the end of such calendar year. (2) For purposes of applying this subsection to an employee who would otherwise be subject to the premium pay limits established under section 5547 of title 5, United States Code, "premium pay" means the premium pay paid under the provisions of law cited in section 5547(a). (3) For purposes of applying this subsection to an employee under a premium pay limit established under an authority other than section 5547 of title 5, United States Code, the agency responsible for administering such limit shall determine what payments are considered premium pay.
- (e) This section shall take effect as if enacted on February 2, 2020. (f) If application of this section results in the payment of additional premium pay to a covered employee of a type that is normally creditable as basic pay for retirement or any other purpose, that additional pay shall not—(1) be considered to be basic pay of the covered employee for any purpose; or (2) be used in computing a lump-sum payment to the covered employee for accumulated and accrued annual leave under section 5551 or section 5552 of title 5, United States Code.
- Email from Colin Bennet at OPM, regarding this does not apply to all working in emergency situations. This applies only if there is a special statute and to those who meet the criteria in the special statute. It does not include FLSA exempt employees who are performing non-exempt duties:
 - o "employees often run into a situation in which their duties temporarily change, and no longer match the PD when assigned to emergency work. This is particularly common when employees

ENCH#/CHG#:	ENHC0035954-CHG0050598	Release:	21.03
SAR Title:	User Group FEMA related work exemptions and new	Name:	Kelli Phillips
	Annual/Aggregate Cap		
Date:	7/13/21	Revised Date:	Revisions after final W/T

are part of the Surge Capacity Force, on non-reimbursable details to FEMA, since all of that work is non-exempt (i.e. covered by the FLSA). I have provided in the past the general suggestion that the loaning/home agency process an SF-50, NOAC 800/CGM, under Rule 4 of Table 28-A of the Guide to Processing Personnel Actions.

Please note that the Title 5 premium pay cap under 5 USC 5547 and the aggregate pay limit under 5 USC 5307 are not waived due to emergencies. They may be monitored/enforceable on an <u>annual</u> basis, however, there is no authority – absent special statute – for being waived. Title 5 premium pay entails Title 5 overtime (if FLSA status remains exempt), GS night pay, Sunday premium and holiday worked premium. The premium pay limit also covers AUO and LEAP."

- OPM Technical guidance on FEMA premium pay cap dated 4/26/18:
 - o Premium pay under section 545 is payable to an employee only if the employee is eligible to receive premium pay. For example, members of the Senior Executive Service (SES) are ineligible to receive premium pay (5 U.S.C. 5541(2)(xvi)).
 - o Exemption from Aggregate Limitation on Pay
 - Under section 545(c), exempted premium pay is not counted in applying the aggregate limitation on pay established under 5 U.S.C. 5307 and 5 CFR part 530, subpart B.
 - The section 5307 aggregate limit is a calendar year limitation that applies to covered payments actually paid within a given calendar year. (See 5 U.S.C. 5307(a)(1) and 5 CFR 530.203(c).)
 - The term "premium pay" in section 545(a) means premium pay under the provisions of law cited in section 5547(a). Overtime pay under the Fair Labor Standards Act (FLSA) is not counted as premium pay in applying section 5547; thus, it will also not be counted in applying the alternative EX-II annual cap established under section 545.
 - NOTE: If an employee's premium pay (including overtime pay) was limited solely by section 5547, section 545 will not generate additional FLSA overtime pay, since the full amount should have been already paid. FLSA overtime pay is not counted as premium pay in applying the section 5547 cap.
 - Must sum basic pay (including locality pay and special rate supplements), premium pay already paid for the applicable year under the regular premium pay caps, and the additional exempted premium pay and compare the total sum to the EX-II annual cap. No additional exempted premium pay can be paid if it causes the total sum to exceed the EX-II cap
- Some employees affected by the section 545 authority may have been receiving premium pay of a type that is treated as basic pay for retirement and certain other purposes. The following additional guidance applies to such employees:
 - a. Normally, under section 5547(c) and related OPM regulations at 5 CFR 550.107, such premium pay remains subject to a biweekly premium pay cap even if an annual cap is invoked and applied to other premium payments. However, since section 545(a) states that exempted premium pay is not subject to "any other provision of law limiting the aggregate amount of premium pay payable on a biweekly or calendar year basis," the limitations established under section 5547(c) are inapplicable to exempted premium pay.
 - b. Section 545(f) provides that, if section 545 results in payment of additional premium pay of a type that is normally creditable as basic pay for retirement or any other purpose, that additional premium pay may not be (1) considered to be basic pay for any purpose or (2) used in computing a lump-sum payment for accumulated and accrued annual leave under 5 U.S.C. 5551 or 5552.
- FPPS Secondary Rate: The hourly rate of pay that a person serving in a dual rate position receives for performing the position's secondary or subordinate duties. This rate is for per hour employees.

ENCH#/CHG#:	ENHC0035954-CHG0050598	Release:	21.03
SAR Title:	User Group FEMA related work exemptions and new	Name:	Kelli Phillips
	Annual/Aggregate Cap		
Date:	7/13/21	Revised Date:	Revisions after final W/T

<u>Appendix F:</u> <u>Key Decisions Made</u> –

Description of Requirement	Requirement Priority:	Status:	Decision Made:	Source:
Overtime pay earned under FLSA: Non-exempt employees or exempt employees working non-exempt duties are not part of these special limitation waivers	Medium	Not incorporated in this enhancement	"all of that work is non- exempt (i.e. covered by the FLSA)."	Collin Bennett, OPM 12/11/17. See citation in Appendix E.
Any additional premium pay that results from application of the higher premium pay cap, may not be used in computing a lump-sum payment for accumulated and accrued annual leave.	Low	Current Functionality	No systematic changes needed.	PSB 4/27/21
Premium Pays Included in FEMA regulations	Medium	Approved	Premium pay types included in this enhancement (as stated in the requirements and on the chart in Miscellaneous) were confirmed by OPM.	OPM 6/7/18
FEMA 2R TA indicator does not need to be placed on base rate pay codes.	Low	Approved	Do not require the FEMA 2R indicator to be coded on base rate pay codes and do not edit to prevent it being coded.	PSB 6/7/21