



United States Fish & Wildlife Service

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Memorandum

From AD - Budg, Planning & Hum Res
Title 2004 Retroactive Pay Adjustment

President Bush signed Executive Order 13332 to implement a retroactive pay increase **averaging** 4.1 percent above the 2003 rates. This pay adjustment is effective January 11, 2004, and it supersedes the 2.0 percent overall average increase approved by the President on December 30, 2003. Of the 4.1 percent average increase, 2.7 percent is allocated as an across-the-board increase to the rates of basic pay for the statutory pay systems including the General Schedule. (This does not include Federal Wage System employees.) An additional 1.4 percent of payroll is allocated to increases in locality rates of pay. The overall 2004 pay increase ranges from about 3.89 percent (in the Kansas City locality pay area) to about 5.35 percent (in the San Francisco locality pay area) over the 2003 rates.

Your servicing human resources offices are processing the necessary actions to effect the subject pay adjustment. You can expect to receive the pay adjustment in your pay check during the week of April 12, 2004. Interest will not be paid on this retroactive pay adjustment.

If you have any questions concerning the pay adjustment, you may contact your servicing human resources office.

Our mission is, working with others, to conserve, protect and enhance fish, wildlife, and plants and their habitats for the continuing benefit of the American people.