



U.S. FISH AND WILDLIFE SERVICE TRANSMITTAL SHEET

PART 225 FW 2	SUBJECT Personnel Hazard Pay	RELEASE NUMBER 392
FOR FURTHER INFORMATION CONTACT Division of Human Resources		DATE March 19, 2002

EXPLANATION OF MATERIAL TRANSMITTED:

This chapter includes minor revisions and incorporates plain language requirements. Information on direct deposit of pay, included in 225 FW 2, October 23, 1996, will be covered in 260 FW 3, Salary and Allotments.

DIRECTOR

FILING INSTRUCTIONS:

Remove:

225 FW 2, FWM 275, 10/23/96 (1 page)

Insert:

225 FW 2, FWM 392, 03/19/02 (1 page)

**FISH AND WILDLIFE SERVICE
PERSONNEL**

Personnel

Part 225 Classification, Pay and Allowances

Chapter 2 Hazard Pay

225 FW 2

2.1 What is the purpose of this chapter? This chapter provides Service policy on pay for duty involving physical hardships or hazardous duty.

2.2 To whom does this chapter apply? This chapter applies to all Service employees.

2.3 What authorities govern pay administration? You will find complete information regarding pay administration in:

- A. 5 CFR 531, Pay Under the General Schedule.**
- B. 5 CFR 532, Prevailing Rate Systems.**
- C. 5 CFR 550, Pay Administration (General).**
- D. 5 CFR 551, Pay Administration Under the Fair Labor Standards Act.**

2.4 What duties qualify for hazard pay differential? Appendix A, 5 CFR 550, Subpart I, lists the duties involving physical hardship or hazard for which employees may receive pay differential.

2.5 Could other duties qualify for hazard pay differential? Management officials may request an amendment to Appendix A, 5 CFR 550, Subpart I, by forwarding a memorandum to the Division of Human Resources, Washington Office. The responsible Regional or Assistant Director must sign the request, recommend the rate of hazard pay differential to be established, and provide the following information:

- A. The nature of the duty.**
- B. The degree to which the employee is exposed to hazard or physical hardship.**
- C. The length of time during which the duty will continue to exist.**
- D. The degree to which control may be exercised over the physical hardship or hazard.**
- E. The estimated annual cost to the Service if the request is approved.**