



THE CITY OF NEW YORK
OFFICE OF THE MAYOR
NEW YORK, N.Y. 10007

February 2, 2024

MAYOR'S PERSONNEL ORDER NO. 2024/1

TO THE HEADS OF ALL AFFECTED CITY DEPARTMENTS AND AGENCIES:

SUBJECT: Revision of Pay Plan for Management Employees and Salary Increases for Employees Covered by the Pay Plan for Management Employees effective May 24, 2021, May 24, 2022, May 24, 2023, October 1, 2023, May 24, 2024, and May 24, 2025.

Pursuant to the powers vested in the Mayor by law, the salary increases provided herein are hereby ordered for incumbents for positions covered by the Pay Plan for Management Employees (PPME) and such pay plan shall be adjusted as provided herein:

I. Salary Increase Effective May 24, 2021

- A. Each manager, including any Agency Head or Deputy Mayor, who was in active pay status in a position under the Pay Plan for Management Employees on May 23, 2021 and in active status on the date of this order, shall receive an increase of 3.0% per annum effective May 24, 2021. The amount of the increase shall be calculated on the basis of the manager's May 23, 2021 salary.
- B. Each manager, including any Agency Head or Deputy Mayor, who was hired into a position under the Pay Plan for Management Employees between May 24, 2021 and the date of this Order and remains in active status on the date of this order, is eligible to receive an increase of 3.0% per annum, effective and based on the salary on the date of such appointment, at the discretion of the Agency Head.
- C. Each manager, including any Agency Head or Deputy Mayor, who was promoted into the Pay Plan for Management Employees or who received a level change/salary increase within the Pay Plan for Management Employees between May 24, 2021 and the date of this Order and remains in active status on the date of this order is eligible, at the discretion of the Agency Head, to have their current

salary recomputed to include the 3.0% per annum increase based on their May 23, 2021 salary to ensure that the manager receives the same percentage increase obtained when promoted.

II. Salary Increase Effective May 24, 2022

- A. Each manager, including any Agency Head or Deputy Mayor, who was in active pay status in a position under the Pay Plan for Management Employees on May 23, 2022 and in active status on the date of this order, shall receive an increase of 3.0% per annum effective May 24, 2022. The amount of the increase shall be calculated on the basis of the manager's May 23, 2022 salary.
- B. Each manager, including any Agency Head or Deputy Mayor, who was hired into a position under the Pay Plan for Management Employees between May 24, 2022 and the date of this Order and remains in active status on the date of this order, is eligible to receive an increase of 3.0% per annum, effective and based on the salary on the date of such appointment, at the discretion of the Agency Head.
- C. Each manager, including any Agency Head or Deputy Mayor, who was promoted into the Pay Plan for Management Employees or who received a level change/salary increase within the Pay Plan for Management Employees between May 24, 2022 and the date of this Order and remains in active status on the date of this order is eligible, at the discretion of the Agency Head, to have their current salary recomputed to include the 3.0% per annum increase based on their May 23, 2022 salary to ensure that the manager receives the same percentage increase obtained when promoted.

III. Salary Increase Effective May 24, 2023

- A. Each manager, including any Agency Head or Deputy Mayor, who was in active pay status in a position under the Pay Plan for Management Employees on May 23, 2023 and in active status on the date of this order, shall receive an increase of 3.0% per annum effective May 24, 2023. The amount of the increase shall be calculated on the basis of the manager's May 23, 2023 salary.
- B. Each manager, including any Agency Head or Deputy Mayor, who was hired into a position under the Pay Plan for Management Employees between May 24, 2023 and the date of this Order and remains in active status on the date of this order, is eligible to receive an increase of 3.0% per annum, effective and based on the salary on the date of such appointment, at the discretion of the Agency Head.
- C. Each manager, including any Agency Head or Deputy Mayor, who was promoted into the Pay Plan for Management Employees or who received a level change/salary increase within the Pay Plan for Management Employees between May 24, 2023 and the date of this Order and remains in active status on the date of this order is eligible, at the discretion of the Agency Head, to have their current

salary recomputed to include the 3.0% per annum increase based on their May 23, 2023 salary to ensure that the manager receives the same percentage increase obtained when promoted.

IV. Recruitment, Retention, and Merit Fund Effective the Date Hereof

Effective the date hereof, an agency head, at their discretion, may provide salary increases to original jurisdiction and managerial employees, with the condition that the total value of such increases may not exceed 1.43% of the agency's total original jurisdiction and managerial payroll as of January 1, 2024. If given, an increase shall be calculated on the basis of a manager's January 1, 2024 salary. Agency heads and above will receive a 1.43% pay increase.

V. Salary Increase Effective May 24, 2024

Each manager, including any Agency Head or Deputy Mayor, who is in active pay status in a position under the Pay Plan for Management Employees on May 23, 2024, shall receive an increase of 3% per annum effective May 24, 2024. The amount of the increase shall be calculated on the basis of the manager's May 23, 2024 salary.

VI. Salary Increase Effective May 24, 2025

Each manager, including any Agency Head or Deputy Mayor, who is in active pay status in a position under the Pay Plan for Management Employees on May 23, 2025, shall receive an increase of 3.25% per annum effective May 24, 2025. The amount of the increase shall be calculated on the basis of the manager's May 23, 2025 salary.

VII. Lump Sum Payment

All full-time managers active on the date of this order will receive a \$3,000 lump sum payment. Part-time managers will receive a pro rata amount. In no event shall any employee receive greater than \$3,000 in lump sum payments pursuant to this clause.

VIII. Terms and Conditions

- A. The Maximum Salary for a Pay Plan for Management Employees pay level shall not constitute a bar to the payment of any increase authorized by the provisions of this Order.
- B. Any manager, including Agency Heads, who was on an authorized leave of absence without pay from a position in the Pay Plan for Management Employees on May 24, 2021 or thereafter is eligible to receive a salary increase, effective on

the date of the manager's return to active pay status, in accordance with this Order, but shall not receive any increase for the period of such leave of absence.

- C. No manager shall be paid more than \$1,000 less than his or her Agency Head is paid.

IX. Pay Plan Schedule

Effective May 24, 2021, the minimum and maximum salaries for assignment levels of the Pay Plan for Management Employees are hereby increased by an additional 3.0% per annum.

Effective May 24, 2022, the minimum and maximum salaries for assignment levels of the Pay Plan for Management Employees are hereby increased by an additional 3.0% per annum.

Effective May 24, 2023, the minimum and maximum salaries for assignment levels of the Pay Plan for Management Employees are hereby increased by an additional 3.0% per annum.

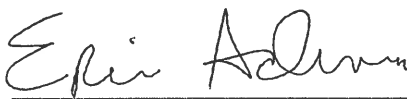
Effective May 24, 2024, the minimum and maximum salaries for assignment levels of the Pay Plan for Management Employees are hereby increased by an additional 3.0% per annum.

Effective May 24, 2025, the minimum and maximum salaries for assignment levels of the Pay Plan for Management Employees are hereby increased by an additional 3.25% per annum..

X. Expansion of Leave Benefits

- A. Effective the date hereof, employees in eligible titles who are in active status shall, in addition to other leave benefits currently received, receive up to an additional six weeks paid parental leave (for a total of 12 weeks) once per rolling 12 months period at 100% of regular salary.
- B. As soon as practicable, employees in eligible titles shall be opted into the New York State Paid Family Leave program.

All officers or employees of the City having any jurisdiction over the matters provided in this Order are hereby directed, pursuant to the powers vested in them, to take the steps necessary to effectuate the provisions of this Order.



Eric Adams
Mayor