

**LONGEVITY/MERIT STEP INDEX**

# of Yrs Served	Index Rate	# of Yrs Served	Index Rate
Less than 1	1.0000	16	1.3800
at least 1	1.0500	17	1.3950
" 2	1.1030	18	1.4100
" 3	1.1580	19	1.4250
" 4	1.2160	20	1.4400
5	1.2160	21	1.4550
6	1.2300	22	1.4700
7	1.2450	23	1.4850
8	1.2600	24	1.5000
9	1.2750	25	1.5150
10	1.2900	26	1.5300
11	1.3050	27	1.5450
12	1.3200	28	1.5600
13	1.3350	29	1.5750
14	1.3500	30	1.5900
15	1.3650		

**TO DETERMINE AN EMPLOYEE'S MONTHLY SALARY:**

<b>1ST:</b>	Determine the # of Years of Service Completed.
<b>2ND:</b>	In the Step Index Table: Refer to the "Yrs of Service" column and get the corresponding "Index Rate".
<b>3RD:</b>	Refer to the Classification System - Basic Salary Schedule and find current title of position. Multiply the "Index Rate" by the 'Base' of the position. Round up to the nearest whole dollar.

**TO DETERMINE AN EMPLOYEE'S HOURLY RATE:**

<b>1ST:</b>	Determine Monthly Salary Above.
<b>2ND:</b>	Take Monthly Salary Multiply by 12 and divide resultant by 2,080. Use Standard Rounding (as defined below) to the nearest whole penny.

**Standard Rounding:** Round down if less than 5, round up if equal to or greater than 5.