

STATE OF WISCONSIN
DEPARTMENT OF MILITARY AFFAIRS
Office of the Adjutant General
Post Office Box 8111
Madison, Wisconsin 53708-8111

Support Personnel Regulation 550-2

1 April 1991

PAY ADMINISTRATION
HIGHEST PREVIOUS RATE RULE

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1. **GENERAL.** This regulation establishes the highest previous rate rule for pay of General Schedule and Wage System technicians, both excepted and competitive, in the Wisconsin National Guard. "Highest Previous Rate" means the highest rate of basic pay previously paid to an individual while employed in a position in a branch of the Federal Government.

2. **POLICY.**

a. Federal military technicians who are transferred, promoted, reassigned, or in some cases, changed to lower grade, and former federal employees/military technicians who are re-employed may be considered for placement on the pay schedule at any rate which is applicable to the position that does not exceed their previous rate, or, if their highest previous rate falls between two rates of the new grade, then they may be considered for the higher of the rates. The rate of pay therefore can never exceed the maximum rate for the grade of the new position.

b. The highest previous rate rule will not be applicable in the following instances unless circumstances exist which are determined to have an adverse impact on the mission of the Wisconsin National Guard.

(1) From one temporary appointment to another with or without a break in service.

Supersedes Technician Policy Letter 550-1 dated 1 March 1989

(2) Temporary appointment to permanent appointment.

(3) Changes from temporary promotions to previously assigned grades.

(4) Service breaks in excess of 5 years except when the non-creditable period of service is in a line of work directly related to the duties required in the position in which employed.

(5) Voluntary request for a change to lower grade for personal reasons or in response to the merit announcement process when the technician has been in the higher grade for less than one year. In these instances, the Technician will be returned to a rate of pay in the lower grade as if there had been no promotion.

(6) Temporary appointment from a permanent appointment when there is a break in service between appointments.

(7) Changes to lower grades resulting from cause based on character, conduct or inefficiency.

c. There is no automatic entitlement to the maximum application of the highest previous rate rule in the pay setting process. Factors which will be considered are:

(1) The span of time that the employee has been away from the career field for which selected.

(2) Equity among the rest of the workforce.

(3) The impact upon the morale of the other employees.

3. **APPROVAL.** Approval authority for discretionary application of the highest previous rate rule in setting the rate of pay is the Director of Support Personnel. When very unusual circumstances are involved, he may appoint a panel to review the merits of the case. Recommendations by the panel will be considered and exceptions made to this policy, as deemed necessary.

1 April 1991

WING SPR 550-2

The proponent of this SPR is the Director, Support Personnel. Users are invited to send comments to The Adjutant General, DMA Wisconsin, ATTN: WING-SP, PO Box 8111, Madison, Wisconsin 53708-8111

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