

**Productivity Enhancement Program (PEP)
Institution Teachers Appendix**

Certain PEF-represented Institution Teachers employed by the Department of Corrections and Community Supervision, the Office of Children and Family Services, the Office of Mental Health, or the New York State Schools for the Deaf and the Blind will be eligible to participate in PEP for 2018 in accordance with the preceding program description except as modified below:

OVERVIEW

For program year 2018, eligible full-time Institution Teachers in Salary Grades 1–17 may forfeit 1 to 6 days of personal leave standing to their credit at the time of enrollment in exchange for a credit of \$166.66 per day to be applied toward the employee share of their NYSHIP premiums. This credit will be evenly divided among State paydays between January 1 and December 31, 2018.

Eligible full-time Institution Teachers in Salary Grades 18–24 who enroll in the program will be eligible to forfeit between 1 to 4 days of personal leave in return for a credit of \$250 per day to be applied toward the employee share of their NYSHIP premiums. This credit will be evenly divided among State paydays between January 1 and December 31, 2018.

As with other participants, leave forfeited in association with the program will not be returned, in whole or in part, to employees who cease to be eligible for participation in the program.

The program will be available to eligible part-time employees on a prorated basis.

ELIGIBILITY

The eligibility criteria in the preceding program description are replaced by the requirements listed below.

In order to enroll, Institution Teachers must:

- Be (1) a classified or unclassified service employee in a title below Salary Grade 25 or equated to a position below Salary Grade 25; or (2) in the unclassified service at the New York State School for the Deaf or the New York State School for the Blind in a title with a full-time annual salary (or in the case of Instructor Assistants, total annual compensation) that does not exceed the job rate in effect at the time of enrollment for a PS&T employee in Salary Grade 24;
- Be an employee covered in the PS&T bargaining unit; and
- Be a NYSHIP enrollee and contract holder in either the Empire Plan or an HMO at the time of enrollment.