



REWARDING
RESULTS
**Merit Pay
Program**



Publication 331 March 2000

Merit Pay Program

WHO is eligible?

All career EAS employees participate in the Merit Pay Program.

WHAT is the Merit Pay Program?

The Merit Pay Program is a recognition program that rewards employees for achieving their individual fiscal year objectives.

WHEN are objectives established and evaluations completed?

Individual objectives are established at the beginning of the fiscal year. They should be ambitious, achievable, and measurable. Interim meetings between the employee and manager are held during the year to discuss progress. At the close of the fiscal year, employee performance is compared to established objectives.

HOW is the merit pay amount received?

Merit pay may be in the form of a salary increase or a lump-sum payment if the employee is at or near their EAS grade maximum. Employees who are rated as far exceeding their objectives earn larger increases. Salary increases or lump-sum payments are paid the first pay period of the new calendar year.

TELL me more

Detailed information on the Merit Pay Program is available on the Compensation web site, http://blue.usps.gov/hrisp/comp/pay_for_work.htm or by mailing the attached reply card.



“The Merit Pay

Program is part of our pay-for-performance compensation strategy that also includes the EVA Variable Pay Program and the Individual Recognition Awards Program.”

*Donna Peak
Manager, Compensation*

MERIT PAY PROGRAM MATRIX

FY 2000

RATING

	Below Midpoint	At or Above Midpoint	At or Above Maximum
Far Exceeded Objectives/Expectations – Overall contribution to the business, both functionally and organizationally, exceeded expectations of the job. Individual consistently produced very good to excellent results.	4.5% ¹	4.2% up to max.; remainder in lump sum not to exceed 2.0%.	Lump sum of 2.0% of the maximum
Met Objectives/Expectations – Overall contribution to the business, both functionally and organizationally, met and sometimes exceeded expectations of the job. Individual consistently produced proficient results.	3.5% ²	3.2% up to max.; remainder in lump sum not to exceed 1.5%.	Lump sum of 1.5% of the maximum
Unacceptable – Individual's performance relative to the basic expectations of the job was unsatisfactory, including poor quality results and failure to meet commitments.	0%*	0%*	0%
Not Rated – Experience with the individual's performance was insufficient to determine an appropriate performance category or other relevant contingency.	0%*	0%*	0%

¹ New basic salary cannot exceed 4.2% above the midpoint.

² New basic salary cannot exceed 3.2% above the midpoint.

REPLY Card

Employees who cannot access the Compensation web site can return the attached reply card to receive more information about the program.

Please mail me the MPP technical package. (PSN:7610-05-000-0356)

Name

Address

City State ZIP+4

PLEASE PRINT

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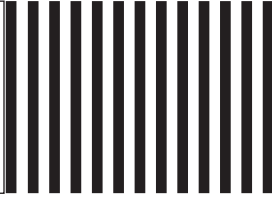


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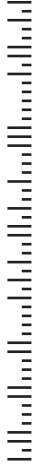
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Visit these internal **USPS web sites** for more **information** on **compensation**

Merit pay

blue.usps.gov/hrisp/comp/pay_for_work.htm

Basic salary increases

blue.usps.gov/hrisp/comp/sal_increase.htm

Salary schedules

blue.usps.gov/hrisp/comp/salsched.htm

EVA Variable Pay Program

blue.usps.gov/hrisp/comp/var_pay.htm

Recognition awards

blue.usps.gov/hrisp/comp/recog_awards.htm

Ideas

blue.usps.gov/hrisp/comp/ideas.htm

Leave benefits

blue.usps.gov/hrisp/comp/pay_for_time_not_worked.htm

Retirement

blue.usps.gov/hrisp/comp/retirement.htm

Thrift Savings Plan

blue.usps.gov/hrisp/comp/tsp.htm

Health insurance

blue.usps.gov/hrisp/comp/health.htm

Life insurance

blue.usps.gov/hrisp/comp/life_ins.htm

Flexible Spending Accounts

blue.usps.gov/hrisp/comp/fsa.htm



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