



**STATE OF NORTH CAROLINA
OFFICE OF STATE BUDGET AND MANAGEMENT**

BEVERLY EAVES PERDUE
GOVERNOR

CHARLES E. PERUSSE
STATE BUDGET DIRECTOR

August 4, 2010

MEMORANDUM

TO: Agency Heads/Chancellors
Agency/University Finance Officers
Agency/University Human Resources Directors

FROM: Charles E. Perusse *Charles E. Perusse*
State Budget Director

Linda D. Coleman *Linda D. Coleman*
State Personnel Director

SUBJECT: Quarterly Salary Increase Monitoring Reports

Session Law 2010-31, Section 29.5 requires the Office of State Budget & Management (OSBM) and the Office of State Personnel (OSP) to monitor jointly the compliance of State agencies, departments, institutions, authorities, boards, commissions, the judicial branch, and the University of North Carolina and its constituent institutions with provisions of Section 26.1A of S.L. 2009-451.

OSBM and OSP must submit quarterly reports of their monitoring activities, beginning September 1, 2010, to the President Pro Tempore of the Senate, the Speaker of the House of Representatives, and the Fiscal Research Division. These reports will include a summary of actions taken by OSBM and OSP with respect to unauthorized salary increases.

OSBM and OSP have worked with the Office of the State Controller to develop reports from the BEACON System for this purpose. State agencies will not need to submit reports. UNC General Administration (GA) will provide OSBM and OSP with this information from university campuses by agreed-upon deadlines. After reviewing this quarterly information, OSBM and OSP will communicate with each agency, UNC GA, or a university for any needed follow-up.

For questions about the report, contact Bill Stockard in OSBM at bill.stockard@osbm.nc.gov or Shari Howard in OSP at shari.g.howard@osp.nc.gov.