

2000

A G R E E M E N T

PROSECUTOR OF THE COUNTY OF PASSAIC

AND

PASSAIC COUNTY PROSECUTOR'S CLERICAL ASSOCIATION

1991 - 1992

RA. Jm

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*RA*  
*GM?*

AGREEMENT

THIS AGREEMENT entered into this / day of *November*, 1991 by and between the PROSECUTOR OF THE COUNTY OF PASSAIC (hereinafter the "Employer") and PASSAIC COUNTY PROSECUTOR'S CLERICAL ASSOCIATION (hereinafter the "Association").

PREAMBLE

Both parties recognize that the paramount purpose of this Agreement is to maintain the high standards of excellence, morale and performance now in existence in the Passaic County Prosecutor's Office.

Other purposes of this Agreement are:

- (a) The promotion of harmonious relations between the Employer and its employees;
- (b) The establishment of an equitable and peaceful procedure for the resolution of differences;
- (c) The establishment of fair rates of pay, hours of work and other conditions of employment satisfactory to both parties;  
and
- (d) The prevention of the interruption of the efficient and effective operation of the Employer, which operation is essential to the well-being of the citizens of Passaic County.

*RF*  
*PML*

ARTICLE I - MANAGEMENT RIGHTS

The public Employer retains the right in accordance with applicable laws and procedures to:

- (a) Direct employees.
- (b) Hire, promote, transfer, assign and retain employees in positions within the agency, and to suspend, demote, discharge or take other disciplinary action against employees and including the right to take disciplinary action when an employee fails to comply with management requests.
- (c) Relieve employees from duties because of the lack of work or for other legitimate reasons.
- (d) Maintain the efficiency of the government operations entrusted to the Employer.
- (e) Determine the methods, means and personnel by which such operations are to be conducted.
- (f) Take whatever action may be necessary to carry out the responsibilities of the Employer in situations of emergency.

RZ  
PML

ARTICLE II - RECOGNITION

The Employer recognizes the Association as the sole and exclusive authorized bargaining representative for all clerical employees employed by the Passaic County Prosecutor.

RZ  
OM

ARTICLE III - PERSONAL LEAVE

(A) Every employee shall be permitted a maximum of three (3) personal leave days per year with pay.

(B) The employee shall provide three (3) days advance notice of such leave except in the event of personal emergency. Approval of such leave requests shall not be unreasonably refused. Except as provided herein, such leave shall not be cumulative.

(C) In the event the Employer does not approve the employee's leave request and as a result one or more of the personal leave days is not taken within the calendar year as per past practice, then the unused personal leave day(s) may be carried over to the next calendar year.

(D) An employee may request of the Employer, for good cause shown, to carry over personal leave day(s) to the next calendar year. Approval of such requests shall be within the discretion of the Employer.

(D) Personal leave days may be taken by the employee in half-day increments.

R. F.  
J. M.

ARTICLE IV - BEREAVEMENT LEAVE

Bereavement Leave Pay

(A) Employees covered by this Agreement shall be allowed three (3) days off with pay at the employee's straight time pay for death in the immediate family.

(B) The immediate family for the purpose of this section is defined as a spouse, children, including step and foster children, employee's natural parents and current step-parents, grandparents, grandson and granddaughter, brother, sister, mother-in-law, father-in-law, brother-in-law and sister-in-law.

(C) Each employee covered by this Agreement shall be allowed one (1) additional day per year for use in the event of death of the employee's husband, wife, son or daughter.

(D) Employees covered by this Agreement shall be allowed one (1) day off with pay at the employee's straight time pay to attend the funeral of other family members, provided the funeral occurs on a regular workday.

R.F.  
D.M.

ARTICLE V - SICK LEAVE

(A) Every employee covered by this Agreement shall earn payment for absence due to illness at the rate of fifteen (15) days per year, which shall accumulate at the rate of 1.25 days per month.

(B) Unused sick days shall be cumulative from year to year.

(C) After an employee has used ten (10) or more sick days in any one calendar year, the Employer shall have the right to demand that the employee furnish a note from this doctor that said employee was in fact ill.

(D) After an employee has used five (5) continuous sick days, the Employer shall have the right to demand that the employee furnish a note from his doctor that employee was in fact ill.

(E) Newly hired employees shall earn sick leave at the rate of one (1) for each month of completed service during the remainder of the calendar year of their employment.

(F) Upon retirement, an employee shall be entitled to the cash equivalent of one-half of the employee's total remaining and accrued sick time, up to a maximum of \$12,000.

R. J.  
P. M.



ARTICLE VI - HOLIDAYS

(A) The following days are recognized paid holidays, except as modified herein:

1/2 day New Year's Eve  
New Year's Day  
Martin Luther King's Birthday  
Washington's Birthday  
Lincoln's Birthday  
Good Friday  
Memorial Day  
Independence Day  
Labor Day  
Columbus Day  
Election Day  
Veteran's Day  
Thanksgiving Day and day after  
1/2 day Christmas Eve  
Christmas Day

(B) The Association recognizes the right of the Employer to require employees to work on holidays.

(C) If an employee is required to work on a holiday, she shall be compensated for such work at two (2) times the employee's regular rate for all hours worked, or compensatory time at two (2) times the hours worked, whichever method the Employer in his absolute discretion deems proper.

(D) If a holiday falls on Saturday, it shall be celebrated on Friday. If a holiday falls on Sunday, it shall be celebrated on Monday.

(E) If a holiday falls within the vacation period of an employee, the employee shall receive pay for same or extend the vacation period by one (1) day at the Employer's option.

R.F.  
J.M.

ARTICLE VII - VACATIONS

(A) All employees are entitled to vacation leave with pay. Compensation is as follows:

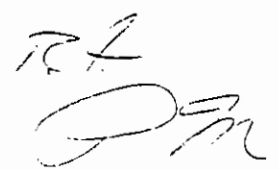
1. 1-5 years of service - 12 working days each year
2. 6-10 years of service - 15 working days each year
3. 11-15 years of service - 18 working days each year
4. 16-20 years of service - 20 working days each year
5. 20 years and over - 22 working days each year

(B) Vacation leave should be credited and available for use on January 1st of each year and the amount of leave is dependent on the number of years of service.

(C) Probationary employees may not utilize vacation time during their probationary period, but at the end of the probationary period the employees shall be entitled to one accrued vacation day for every month worked during the probationary period, provided the employee is not terminated either during or at the end of the probationary period. Employees so terminated are not entitled to vacation leave, nor to compensation for same.

(D) After probation and during the first year of service up to January 1st, employees accrue one day for each month of service. As of January 1st, all employees are credited for the appropriate number of days in advance for the coming year.

(E) During the calendar year in which the anniversary date of an employee's actual years of service would entitle the employee to advance to the next level of vacation leave compensation, the employee shall be entitled to a pro rata share of the increase in vacation leave compensation as follows:



ARTICLE VII - VACATIONS (continued)

For steps 2 and 3, if the anniversary date falls between January 1st and April 30th, the employee shall be entitled to three (3) additional vacation days during that calendar year. If the anniversary date falls between May 1st and August 31st, the employee shall be entitled to two (2) additional vacation days during the calendar year. If the anniversary date falls between September 1st and December 31st, the employee shall be entitled to (1) additional vacation day during that calendar year.

For steps 4 and 5, if the anniversary date falls between January 1st and June 30th, the employee shall be entitled to two (2) additional vacation days during that calendar year. If the anniversary date falls between July 1st and December 31st, the employee shall be entitled to (1) additional vacation day during that calendar year.

Additional vacation days earned during the calendar year as a result of the change in vacation leave entitlement shall be credited as of January 1st of that calendar year.

(F) An employee who becomes ill during his vacation will not be charged vacation leave, but rather sick leave for the period of illness, provided the employee furnishes satisfactory proof such as a doctor's certificate of the illness to the Employer upon return to work.

(G) An employee may request of the Prosecutor or his designee, the right to carry over into the next calendar year unused vacation days. Approval of such requests shall not be unreasonably denied. The carry over may not exceed one calendar year value.

R.A.  
Pam

ARTICLE VIII - HEALTH AND INSURANCE BENEFITS

(A) Except as provided herein, all health insurance, dental insurance, life insurance, disability insurance and the Prescription Drug Plan shall remain in effect as per past practice.

(B) It is agreed that new employees hired after the date of the signing of this contract shall have an increased deductible for their health insurance. Said deductible shall be \$200.00 for the employee and \$200.00 for family members, for a maximum total deductible of \$400.00.

(C) In the event that the County changes its present insurance carriers and/or insurance plans, the new coverage for any and all health and insurance benefits shall be equal to or greater than, but not less than, the benefits and coverage levels presently in effect.

(D) In the event the Employer desires to change health care providers, or enter into a program of self-insurance regarding coverage for any existing benefits, the Association agrees to re-open negotiations solely as to that issue; provided, however, that no change shall be made in the benefits provided for in this Article without the full consent of both parties.

(E) In the event an employee is laid off (not resigned, terminated or retired), the hospitalization and prescription insurance benefits shall continue for a period of ninety (90) calendar days except if paid for by another Employer.

RI  
J M

ARTICLE IX - WORK SCHEDULE, OVERTIME AND COMPENSATORY TIME

(A) The standard workweek shall consist of five (5) consecutive days, Monday through Friday, with two (2) consecutive days off.

(B) The hours of work shall be either six (6) hours per day with one (1) hour off for unpaid lunch for a total workweek of thirty (30) hours or seven (7) hours per day with one (1) hour off for unpaid lunch, for a total workweek of thirty-five (35) hours.

(C) The determination as to which employees will work six (6) hours a day and thirty (30) hours a week and which will work seven (7) hours a day and thirty-five (35) hours a week shall be at the discretion of the Employer. However, all employees hired after April 1, 1990 shall be required to work seven (7) hours a day and thirty-five (35) hours a week.

(D) Employees who are required to work a thirty-five (35) hour workweek shall receive extra remuneration by way of the salary adjustments specified in Article XVI-Salaries.

(E) Lunch periods assigned to employees shall be duty free, and with the exception of an emergency, any employee who shall be requested to work during her lunch period shall be afforded a duty-free lunch period during the respective work shift in that same workday.

(F) An employee required to work longer than the normal workday shall be paid at her regular hourly-rate, except that all hours in excess of eight (8) work-hours in a workday, or forty (40) work-hours during that particular workweek (Monday through Friday) shall be at the rate of one and one-half times the regular hourly rate.

RZ  
AM

ARTICLE IX - WORK SCHEDULE, OVERTIME AND COMPENSATORY TIME

(continued)

(G) An employee who works on a Saturday shall be remunerated at the rate of one and one-half times the regular hourly rate.

(H) An employee who works on a Sunday or holiday shall be remunerated at the rate of two times the regular rate.

(I) Payment for overtime work shall be in the form of cash or compensatory time off at the Employer's discretion.

R. L.

P 31

ARTICLE X - EMPLOYEE LIABILITY

The Employer and the County shall provide legal defense and indemnification in all cases in accordance with the terms of the prevailing law at the time the claim arises.

RL

PM

ARTICLE XI - NON-DISCRIMINATION

The Employer and the Association agree that the provisions of this Agreement shall be applied equally to all employees, and there shall be no discrimination as to age, sex, marital status, race, color, creed, national origin or political affiliation.

R.A.  
D. B?



ARTICLE XII - FULLY BARGAINED PROVISIONS

This Agreement shall not be modified in whole or in part by the parties except by an instrument in writing only, executed by both parties.

R.I.  
Q.M.

ARTICLE XIII - SEPARATION OF EMPLOYMENT

(A) Upon discharge, the employee will receive no later than the next pay period all monies to which the employee is entitled.

(B) Upon resignation, the employee will receive no later than the next pay period all monies to which the employee is entitled, provided that the employee has notified the Employer at least two (2) weeks prior to such resignation.

(C) The current terminal leave program providing for payment upon retirement for unused sick leave shall remain in effect, as enunciated in paragraph F of Article V - "Sick Leave" on page six of this Agreement.

*EL*  
*P.M.*

ARTICLE XIV - GRIEVANCE PROCEDURE

(A) Definition

For purpose of this Agreement, the term "grievance" means any complaint, difference or dispute between the Employer and any employee with respect to the interpretation, application or violation of any of the provisions of this Agreement or any applicable rule or regulation or policies, agreements or administrative decisions affecting any employee(s) covered by this Agreement which govern terms and conditions of employment.

(B) Procedure

Step 1: Within ten (10) working days of its occurrence the matter shall be reduced to writing on an approved grievance form and submitted to the First Assistant Prosecutor. The First Assistant Prosecutor shall respond in writing no later than ten (10) working days from receipt of the written grievance.

Step 2: In the event the grievance is not resolved at Step 1, then the matter may be appealed within ten (10) working days in writing to the Prosecutor. The ten (10) working day period for appeal to Prosecutor shall run either from the date of receipt of the First Assistant Prosecutor's written response or upon the completion date of Step 1 where there is no response. The Prosecutor shall have ten (10) working days in which to respond.

Step 3: In the event the grievance is not resolved at Step 2, then the Association and only the Association may submit the matter within ten (10) working days to binding arbitration in accordance with the procedures of the New Jersey Public Employment Relations Commission.

R.A.  
D.M.

ARTICLE XIV - GRIEVANCE PROCEDURE (continued)

The written request for arbitration by the Association must be filed with the Public Employment Relations Commission and a copy served upon the Prosecutor's response at Step 2.

1. No response at any step within the time allotted shall be deemed to be a denial of the grievance at that Step.
2. Written disposition of all grievances shall be forwarded to the Association.
3. In the event of arbitration, the costs of the arbitrator's services shall be shared equally by the parties except that late cancellation fees shall be the sole responsibility of the party requesting the postponement.
4. Time limits shall be strictly adhered to and a grievance not raised or processed within the time allotted shall be deemed to be abandoned.
5. Documents, communications or records dealing with a grievance, except disciplinary matters, shall not be filed in any employee's personnel file.
6. Meetings and hearings pursuant to this procedure shall not be conducted in public and shall only be attended by the parties in interest and authorized representatives.
7. A grievance must be raised at Step 1 no later than ten (10) working days following its occurrence.
8. Nothing in this Agreement or grievance procedure shall affect or apply to the right of the Employer to discipline or discharge employees nor deprive any employee of their rights in such cases pursuant to civil service rules and regulations or otherwise.

R. Z  
J M

ARTICLE XV - EXISTING POLICIES

(A) The provisions of any valid and existing Board of Chosen Freeholder Ordinances or Resolutions validly providing employment benefits with regard to matters covered by this Agreement shall remain in effect unless this Agreement provides for some other benefit.

(B) In the event the Board of Chosen Freeholders negotiate an improvement in any wage or fringe benefit on a county-wide basis, then the employees in this bargaining unit shall have the right to request immediate negotiations as to such issue only, any other provisions of this Agreement to the contrary notwithstanding.

(C) The Prosecutor of the County of Passaic agrees that all benefits, terms and conditions of employment relating to the status of Passaic County Prosecutor's Office, which benefits, terms and conditions of employment are not specifically set forth in this Agreement, shall be maintained at not less than highest standards in effect at the time of the commencement of collective bargaining negotiations between the parties leading to the execution of this Agreement.

(D) Unless a contrary intent is expressed in this Agreement, all existing benefits, rights, duties, obligations and conditions of employment applicable to any employee covered by this Agreement pursuant to any rules, regulations, instructions, directive, memorandum, statute or otherwise shall not be limited, restricted, impaired, removed or abolished.

R.A.  
Dane

ARTICLE XVI - SALARIES

(A) Effective January 1, 1991, there shall be a six percent (6%) cost-of-living adjustment.

(B) Effective January 1, 1992, there shall be a six percent (6%) cost-of-living adjustment.

(C) Increments shall be paid when due to all eligible employees according to the employee's anniversary date, pursuant to the Salary Guide for Clerical Employees of the Passaic County Prosecutor's Office, a copy of which is attached to this Agreement.

(D) Employees designated to work a thirty-five (35) hour workweek shall continue to receive a salary adjustment. Said adjustment will consist of setting their base salary two levels higher at the same step, according to the Salary Guide for Clerical Employees of the Passaic County Prosecutor's Office. (For example, an employee at Step 1, Level 3 shall move to Step 1, Level 5.)

(E) For an employee designated to work a thirty-five (35) hour workweek for which there are not two higher salary levels according to the Clerical Employees Guide, the salary adjustment shall be determined by adding to the employee's base salary the differential between the employee's current step and the same step at the second lower level. (For example, an employee at Step 10, Level 22 would receive an increase in base salary consisting of the differential between Step 10, Level 20 and Step 10, Level 22.)

*R.A.*  
*P.M.*

ARTICLE XVI - SALARIES (CONTINUED)

(F) Effective upon the signing of this Agreement, three (3) lower steps shall be added to all levels of the Salary Guide for Clerical Employees of the Passaic County Prosecutor's Office. The differential between these steps, entitled "Steps A, B and C", shall be the average of the differentials between Steps 1 through Step 10 of the Salary Guide.

(G) Effective January 1, 1993, an additional Step 11 shall be added to all levels of the Salary Guide for Clerical Employees of the Passaic County Prosecutor's Office and the differential between Step 10 and Step 11 shall be the average of the differentials between Steps 1 through Step 10 of the Salary Guide.

(H) It is agreed that, except as provided herein, Clerical Employees hired after the date of the signing of the Agreement shall not be entitled to receive longevity benefits during the course of their employment with the Prosecutor's Office. An exception to the policy will be existing Passaic County employees already receiving longevity benefits who transfer into the Prosecutor's Office. Such transferred employees shall continue to receive their longevity benefits.

R.F. 

ARTICLE XVII - SAVINGS CLAUSE

Should any part of this Agreement or any provisions contained herein be declared invalid by operation of law or by any tribunal of competent jurisdiction, such invalidation of such part or provision shall not invalidate the remaining portions hereof and they shall remain in full force and effect.

R.I.  
G.M.



ARTICLE XVIII - WORK INCURRED INJURY (continued)

In the event a dispute arises as to whether an absence shall be computed or designated as sick leave or as an injury on duty, the parties agree to be bound by the decision of an appropriate Workers' Compensation judgement, or, if there is an appeal therefrom, the final decision of the last reviewing court.

An injury on duty requiring time off for treatment, recuperation or rehabilitation shall not be construed a sick leave or a sick leave occasion under the terms of the sick leave policy heretofore agreed upon between the parties.

In the event of disagreement concerning whether the injury is disabling or work-connected, the matter may be submitted to an arbitration panel of three (3) physicians -- one of the employee's choice, one of the Employer's choice and a third selected by the two (2) physicians appointed by the parties.

R.F.

*[Handwritten signature]*

ARTICLE XIX - PERSONNEL FILES

A personnel file shall be established and maintained for each employee covered by this Agreement. Such files are confidential records and shall be maintained in the office of the Prosecutor, and may be used for evaluation purposes.

Upon advance notice and at reasonable times, any member of the Prosecutor's Office may at any time review his personnel file. However, this appointment for review must be made through the Prosecutor or his designated representative.

Whenever a written complaint concerning an employee or his actions is to be placed in his personnel file, a copy shall be made available to the employee and he shall be given the opportunity to rebut any material if he so desires, and he shall be permitted to place said rebuttal in his file. (When the employee is given a copy of the complaint, the identification of the complainant shall be excised.) However, if any disciplinary action is taken based on any complaint, then the employee shall be furnished with all the details of the complaint, including the identity of the complainant.

All personnel files will be carefully maintained and safeguarded permanently, and nothing placed in any file shall be removed therefrom, unless such removal is agreed upon by both the Employer and the employee. Unless so agreed, removal of any material from a personnel file by any employee shall subject that employee to appropriate disciplinary action.

Each employee shall be supplied with a written certification from the Employer prior to the end of the calendar year which shall state the number of accumulated vacation days, sick days, personal days and any other time which is available to the employee.

R.F.  
J.M.

ARTICLE XX - INVESTIGATION OF CLERICAL EMPLOYEES

In an effort to insure that departmental investigations are conducted in a manner which is conducive to good order and discipline, the following rules are hereby adopted:

- (1) The interrogation of a member of the office shall be at a reasonable hour, preferably when the member of the office is on duty, unless the exigencies of the investigation dictate otherwise.
- (2) The interrogation shall take place at a location designated by the Prosecutor. Usually it will be at the Prosecutor's Office or the location where the incident allegedly occurred.
- (3) The member of the office shall be informed of the nature of the investigation before any interrogation commences. Sufficient information to reasonably apprise the member of the allegations should be provided. If it is known that the member of the office is being interrogated as a witness only, the member should be so informed at the initial contact.
- (4) The questioning shall be reasonable in length. Fifteen (15) minutes time shall be provided for personal necessities, meals, telephone calls and rest periods at the end of every two (2) hours.
- (5) The member of the office shall not be subject to any offensive language, nor shall the member be threatened with transfer, dismissal or other disciplinary punishment. No promise or reward shall be made as an inducement to answering questions.

*RL*  
*DM*

ARTICLE XX - INVESTIGATION OF CLERICAL EMPLOYEES (continued)

- (6) At every stage of the proceedings, the Prosecutor's Office shall afford an opportunity for a member of the office, if the member so requests, to consult with counsel and/or an Association representative before being questioned concerning a violation of the rules and regulations which shall not delay the interrogation beyond one (1) hour for consultation with the Association representative, nor more than two (2) hours for consultation with the attorney. However, this paragraph shall not apply to routine day-to-day investigations.
- (7) In cases other than department investigations, if a member of the office is under arrest or if the member is a suspect or the target of a criminal investigation, the member shall be given his/her rights pursuant to the provisions of the United States and New Jersey Constitutions, as well as the current decisions of the United States Supreme Court and the appellate courts of the State of New Jersey.
- (8) Nothing herein shall be construed to deprive the Prosecutor's Office or its employees of the ability to conduct the routine and daily operations of the office.
- (9) These rules shall apply to personal interrogations of members, but shall not apply to requests for written reports.

*RR*  
*G. M.*

ARTICLE XXI - UNION RIGHTS

(A) The Association shall have the right to post union notices using their own stationery on available bulletin boards.

(B) Any representative of the Association that is scheduled to participate in negotiations or grievance procedures during work hours will suffer no loss in pay or benefits.

(C) Employees shall be made aware of any correspondence placed in their personnel file.

(D) The Employer agrees to provide facilities for the Association to conduct meetings during off-duty hours.

R.A.  
P. M.

ARTICLE XXII - RETROACTIVE PAYMENT

Retroactive payment of salary increases shall be paid by separate check from the regular payroll period check due at the time of payment.

RZ  
P M.

ARTICLE XXIII - TERM AND RENEWAL

(A) This Agreement shall remain in effect until December 31, 1992 or until successor agreement is reached. In the event such a successor agreement is not reached by December 31, 1992, both parties expressly intend and agree to continue to remain bound by the terms of this Agreement in all respects during any interim period until a successor agreement is reached.

This means, inter alia, that during any such interim period, the Employer specifically agrees to continue to:

1. Award all salary step increases an employee may be entitled to pursuant to Article XVI;
2. Award all incremental vacation increases an employee may be entitled to pursuant to Article VII;
3. Provide health and related coverages for all employees pursuant to Article VIII;
4. Compensate employees for overtime work pursuant to Article IX.

It is further specifically intended by the parties that this Article shall survive the expiration of the underlying Agreement, shall be severable therefrom and shall continue in full force and effect until a successor agreement is reached.

(B) It is understood that this Agreement shall be binding upon the parties, their successors and assigns, and that upon notice to either party pursuant to the regulations of the Public Employment Relations Commission (PERC), either party shall have the obligation to commence negotiations for a successor agreement pursuant to the Rules of the New Jersey Public Employment Relations Commission.

*R.A.*  
*O.M.*

ARTICLE XXIX - TERM AND RENEWAL (continued)

IN WITNESS WHEREOF, the parties hereto have caused these present  
to be signed and attested to this 1 day of January, 1991.  
1991.

PASSAIC COUNTY PROSECUTOR

By:

Ronald S. Fava  
Ronald S. Fava

WITNESS:

[Signature]

PASSAIC COUNTY PROSECUTOR'S  
CLERICAL ASSOCIATION

Patricia Muckla

WITNESS:

V. Weglarz



Passaic County Prosecutor's Office - Clerical Staff Pay Scale

1991  
1990

	Step A	Step B	Step C	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
Level 5	12,331	13,108	13,885	14,662	15,437	16,217	16,993	17,770	18,546	19,327	20,105	20,881	21,661
	11,633	12,366	13,099	13,832	14,563	15,299	16,031	16,764	17,496	18,233	18,967	19,699	20,435
Level 6	12,966	13,778	14,590	15,402	16,218	17,033	17,845	18,660	19,474	20,292	21,104	21,916	22,731
	12,232	12,998	13,764	14,530	15,300	16,069	16,835	17,604	18,372	19,143	19,909	20,675	21,444
Level 7	13,637	14,485	15,333	16,181	17,033	17,879	18,727	19,575	20,423	21,270	22,122	22,972	23,819
	12,865	13,665	14,465	15,265	16,069	16,867	17,667	18,467	19,267	20,066	20,870	21,672	22,471
Level 8	14,313	15,204	16,094	16,984	17,879	18,773	19,576	20,553	21,444	22,337	23,226	24,118	25,012
	13,503	14,343	15,183	16,023	16,867	17,710	18,468	19,390	20,230	21,073	21,911	22,753	23,596
Level 9	15,013	15,951	16,889	17,827	18,764	19,706	20,641	21,579	22,518	23,457	24,397	25,336	26,276
	14,163	15,048	15,933	16,818	17,702	18,591	19,473	20,358	21,243	22,129	23,016	23,902	24,789
Level 10	15,768	16,753	17,739	18,725	19,708	20,694	21,677	22,663	23,643	24,633	25,618	26,606	27,590
	14,875	15,805	16,735	17,665	18,592	19,523	20,450	21,380	22,305	23,239	24,168	25,100	26,028
Level 11	16,559	17,593	18,626	19,660	20,690	21,722	22,756	23,787	24,818	25,851	26,879	27,913	28,949
	15,622	16,597	17,572	18,547	19,519	20,492	21,468	22,441	23,413	24,388	25,358	26,333	27,310
Level 12	17,376	18,462	19,549	20,635	21,706	22,808	23,895	24,982	26,066	27,155	28,242	29,328	30,417
	16,392	17,417	18,442	19,467	20,477	21,517	22,542	23,568	24,591	25,618	26,643	27,668	28,695
Level 13	18,250	19,390	20,529	21,669	22,808	23,949	25,094	26,231	27,371	28,519	29,659	30,800	31,942
	17,217	18,292	19,367	20,442	21,517	22,593	23,674	24,746	25,822	26,905	27,980	29,057	30,134
Level 14	19,157	20,355	21,553	22,751	23,949	25,147	26,344	27,543	28,742	29,935	31,135	32,333	33,529
	18,073	19,203	20,333	21,463	22,593	23,724	24,853	25,984	27,115	28,241	29,373	30,503	31,631
				20,248	21,314	22,381	23,446	24,513	25,580	26,642	27,710	28,776	29,841

	Step A	Step B	Step C	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
Level 15	20,115	21,371	22,627	23,883	25,150	26,407	27,656	28,914	30,169	31,441	32,682	33,938	35,195
	18,976	20,161	21,346	22,531	23,726	24,912	26,091	27,277	28,461	29,661	30,832	32,017	33,203
Level 16	21,100	22,425	23,750	25,075	26,405	27,734	29,105	30,457	31,755	33,082	34,255	35,555	36,852
	19,906	21,156	22,406	23,656	24,910	26,164	27,458	28,733	29,958	31,209	32,316	33,542	34,766
Level 17	22,217	23,595	24,973	26,351	27,736	29,124	30,515	31,902	33,232	34,538	35,845	37,192	38,538
	20,959	22,259	23,559	24,859	26,166	27,475	28,787	30,096	31,351	32,583	33,816	35,087	36,357
Level 18	23,405	24,836	26,267	27,698	29,158	30,618	32,040	33,450	34,835	36,212	37,638	39,049	40,458
	22,080	23,430	24,780	26,130	27,508	28,885	30,226	31,557	32,863	34,162	35,508	36,839	38,168
Level 19	24,593	26,077	27,561	29,045	30,577	32,105	33,561	35,001	36,441	37,885	39,295	40,761	42,224
	23,201	24,601	26,001	27,401	28,846	30,288	31,661	33,020	34,378	35,741	37,071	38,454	39,834
Level 20	25,978	27,515	29,052	30,584	32,110	33,633	35,145	36,663	38,173	39,645	41,083	42,571	44,059
	24,508	25,958	27,408	28,853	30,292	31,729	33,156	34,588	36,012	37,401	38,758	40,161	41,565
Level 21	27,272	28,862	30,452	32,042	33,633	35,223	36,817	38,411	39,937	41,445	42,864	44,372	45,884
	25,728	27,228	28,728	30,228	31,729	33,229	34,733	36,237	37,676	39,099	40,438	41,860	43,287
Level 22	28,622	30,265	31,908	33,551	35,221	36,893	38,566	40,166	41,725	43,214	44,701	46,268	47,831
	27,002	28,552	30,102	31,652	33,227	34,805	36,383	37,893	39,363	40,768	42,171	43,649	45,124
			29,860	31,346	32,835	34,324	35,748	37,135	38,460	39,784	41,178	42,570	