

NORTHWEST WORKFORCE COUNCIL
POLICY AND PROCEDURES DIRECTIVE

EFFECTIVE DATE: **October 18, 2016**

WIA POLICY NUMBER: **WIOA 01-38**

SUBJECT: PROCEDURE FOR ANNUAL REVIEW OF EXECUTIVE
 COMPENSATION

The Executive Committee will annually review the Executive Director's and Deputy Director's (two highest compensated management positions) compensation against the most recent Wage and Benefit Survey conducted for the Washington Workforce Association and will determine the change, if any, that will be made to the Executive Director's and Deputy Director's salary for the following year. This review will normally occur at the spring executive committee meeting.

In no case shall compensation exceed the annual rate of basic pay prescribed under section 5313 of Title 5, USC for Level II of the Executive Schedule as listed in the current Pay & Leave Salaries and Wages Pay Table for Rates of Pay for the Executive Schedule. <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/2016/executive-senior-level>