



RUTGERS POLICY

Section: 60.9.14

Section Title: Legacy UMDNJ policies associated with Human Resources

Policy Name: Payment of Retroactivity

Formerly Book: 30-01-30-55:00

Approval Authority: Senior Vice President for Administration

Responsible Executive: Senior Vice President for Administration

Responsible Office: University Human Resources

Originally Issued: 12/20/2004

Revisions: 12/9/2010; 7/1/2013; 10/10/2013 (Updated titles)

Errors or changes? Contact: policies@hr.rutgers.edu

1. **Policy Statement**
The policy covers Rutgers University employees who are employed within legacy UMDNJ positions.
2. **Reason for the Policy**
To set policy regarding late payments to employees in legacy UMDNJ positions.
3. **Who Should Read This Policy**
All Rutgers employees who are employed in legacy UMDNJ positions.
4. **Related Documents**
N/A
5. **Contacts**
University Human Resources: 848-932-3020
6. **The Policy**

60.9.14 PAYMENT OF RETROACTIVITY

- I. POLICY
 - A. Retroactive payments for late transactions, payment of overtime, shift differential and other such actions involving premium pay, shall be based on the action's effective date.
 - B. However, payments shall not exceed two (2) years from the date such transaction is brought to the attention of the Human Resources or Payroll Department.
 - C. Any retroactive payment request exceeding two (2) years must be reviewed and approved by the Vice President for Faculty and Staff Resources.