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STATE OF NEW HAMPSHIRE
DEPARTMENT OF INFORMATION TECHNOLOGY
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Steven J. Kelleher
Acting Commissioner

November 4, 2014

Her Excellency, Governor Margaret Wood Hassan
And the Honorable Council
State House
Concord New Hampshire 03301

Retroactive

REQUESTED ACTION

Authorize the Department of Information Technology (DoIT) to make a **retroactive** one-time payment from State Fiscal Year (SFY) 2015 funds to David Graceffa, Position #41317, Technical Support Specialist III in the amount of \$3,779.37. The funds to be paid will be 100% Other (Agency Class 027) funds: The agency Class 027 used by the Department of Corrections to reimburse DoIT is 100 % General Funds.

Funds are available in the account as follows:

Employee Name	Account	Salary, Class 010	Benefits, Class 060	Total
David Graceffa-for the time period of 01/17/2012 to 06/27/2014	01-03-03-030010- 77080000-500101	\$3,150.00	\$629.37	\$3,779.37

EXPLANATION

This request is made **retroactively** because Mr. Graceffa was due Hazardous Duty pay in State Fiscal Year (SFY) 2012, 2013 and 2014 that was not paid. Mr. Graceffa was due to have received the \$25 per week Hazardous Duty Pay according to 2006 NH Code, Section 99:10 from the time Mr. Graceffa was hired into Position #41317 on January 17, 2012 through June 27, 2014. The Hazardous Duty Pay Code was not entered into the State of NH payroll system in SFY 2012 and this error carried forward into SFY 2014. The error was discovered this fiscal year when Mr. Graceffa accepted a new position within DoIT.

Approval of this request will rectify the error thereby reimbursing Mr. Graceffa for monies due.

Respectfully submitted,

Steven J. Kelleher
Acting Commissioner

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