



National Finance Center
CAPPS Notification

IMPORTANT INFORMATION – 2019 Retroactive Pay Raise (#35723)

February 26, 2019

Dear Customer:

As reported to you earlier this week, the National Finance Center (NFC) is currently awaiting a signed Executive Order and official guidance from OPM to proceed with the 2019 pay adjustments. In the meantime, we would like to give Agencies the opportunity to update contact information to ensure that the correct people are notified of upcoming pay raise activities.

The two attachments are as follows:

- 1) 2019 Retroactive Pay Raise Agency Contacts List
NOTE: The "2019 Retroactive Pay Raise Agency Contacts List" is not available online. See the original customer notification to review the list.
- 2) 2019 Retroactive Pay Raise Agency Contact Information Form

The following action should be taken by the Agencies:

Review the 2019 Retroactive Pay Raise Agency Contacts List to verify that the Agency Contacts identified are valid and submit your response to the Annual Pay Raise Mailbox, Annual.PayRaise@usda.gov.

- If no changes are required, please send an email to the pay raise mailbox stating no change.
- If changes are required, please complete the 2019 Retroactive Pay Raise Agency Contact Information Form and send the form to the pay raise mailbox.

If you have any questions/comments regarding this notification, please send an email to the pay raise mailbox.

NOTE: The contents of this notification and other Pay Raise resources can be viewed online via the following link:

https://nfc.usda.gov/ClientServices/HR_Payroll/PayRaise/

Thank You,
2019 Retroactive Pay Raise Team