



## National Finance Center CAPPS Notification

# Planning for the January 2019 Pay Adjustment – Suspense Error Clean-up (Project #35723)

December 14, 2018

Dear Customer:

The National Finance Center (NFC) is preparing for the generation of personnel actions for Project Number 35723, 2019 Annual Pay Raise. As of today, the President has not signed the Executive Order for a pay increase, but we need to be prepared to begin processing in early January 2019.

We encourage agencies, for which NFC is processing the 894 NOA, to review current suspense error reports and correct any existing suspense records prior to the generation of the PP01-2019 pay adjustment personnel actions. Taking these corrective measures will ensure the proper application of the pay raise actions and will contribute significantly to your employees receiving their pay adjustment timely.

Attached is the 2019 Annual Pay Raise Activities Timeline that NFC will follow to implement the January 2019 pay increase.

**Please be reminded that the contents of this notification and other Annual Pay Raise resources can be viewed online via the following link:**

**[https://nfc.usda.gov/ClientServices/HR\\_Payroll/PayRaise/](https://nfc.usda.gov/ClientServices/HR_Payroll/PayRaise/)**

If you have any questions/comments regarding this notification, please send an email to the Annual Pay Raise Mailbox, [Annual.PayRaise@nfc.usda.gov](mailto:Annual.PayRaise@nfc.usda.gov).

Thank You,

2019 Annual Pay Raise Team

Attachment