

November 4, 2009

DIRECTIVE:	JOB CORPS PRH CHANGE NOTICE NO. 09-14 AND RELATED PAG CHANGES
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TO: ALL JOB CORPS NATIONAL OFFICE STAFF
ALL JOB CORPS REGIONAL OFFICE STAFF
ALL JOB CORPS CENTER DIRECTORS
ALL JOB CORPS CENTER OPERATORS
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS
ALL OUTREACH, ADMISSIONS, AND CTS CONTRACTORS

FROM: LYNN A. INTREPIDI
Interim National Director
Office of Job Corps

SUBJECT: PRH Appendix 501-Introduction: Increase in the Standardized Hourly Wage Rate for Job Corps Students Placed in the Military

1. Purpose. To provide additional information regarding PRH Change Notice 09-08, which updated Job Corps policy in the Policy and Requirements Handbook (PRH) and related parts of the Program Assessment Guide (PAG) regarding the standardized hourly wage rate for Job Corps students placed in the military. The explanation of PRH changes below more clearly outlines the standardized weekly earnings rate for graduates placed in the military.

2. Background. The Office of Job Corps has historically used a standardized hourly military wage rate of \$11.14 to record the salary of Job Corps students entering the military; this figure was calculated to reflect the basic salary of an E-1 enlistment and the estimated value of several additional non-wage benefits, such as government quarters value, basic subsistence allowance, and clothing allowance. While this hourly rate has been utilized by the program for many years, a recent review of the current compensation levels for new entrants in the military indicates that the rate requires a significant adjustment to accurately reflect today's salary and benefits for an E-1 enlistment.

3. Explanation of PRH Changes. Based upon an analysis of Fiscal Year (FY) 2009 basic pay rates and allowances, the standardized wage rate for all Job Corps students entering into the military in the rank of E-1 has been increased from \$11.14 to \$14.67 per hour to account for the military basic pay percentage increases determined by the House Armed Services Committee.

It is important to note that students initially placed in the military with a date reported *prior* to November 2, 2009 cannot be automatically upgraded, nor can the placement be re-verified and resubmitted, to obtain the higher standardized military wage rate. Only students

who have a true placement upgrade to the military according to the criteria in PRH Appendix 501 can receive an upgrade and the corresponding higher military wage rate.

The standardized weekly earnings rate for graduates *initially placed in the military who continue to be enlisted at 6 months after initial placement* has also been raised to \$650.00. Graduates whose initial placement was *not* in the military but who are identified as being in the military at the 6th month after initial placement will receive a weekly earnings rate of \$586.80 (\$14.67 per hour x 40 hours per week). The two rates correspond with the student's rank at initial placement versus his/her rank after 6 months of enlistment. The majority of Job Corps students enter the military at the rank of E-1 (with the corresponding \$14.67 per hour earnings rate). On average, an E-1 is automatically promoted to the rank of E-2 within 6 months of enlistment, provided that the recruit has completed basic and advanced training and has no disciplinary action. Therefore, students who are still enlisted at the 6th month after an initial placement in the military receive a higher earnings rate that corresponds with the hourly rate of an E-2 enlistment.

These rates are effective for all students who enter an initial placement (based upon date reported), or have an upgrade, as of November 2, 2009 or later and for students who complete the 6-month follow-up survey as of November 2, 2009 or later.

These changes are reflected in PRH Appendix 501-Introduction (Attachment B).

4. Explanation of PAG Changes. There are no corresponding PAG changes.
5. Action Required. Addressees are to ensure that this Change Notice is distributed to all appropriate staff.
6. Effective Date. November 2, 2009.
7. Inquiries. Inquiries should be directed to Aquila Branch at (202) 693-3211 or branch.aquila@dol.gov.

Attachments

A – PRH Cover

B – PRH Appendix 501-Introduction