

United States Senate


OFFICE OF THE SECRETARY

DISBURSING OFFICE
WASHINGTON, DC 20510-7104

April 7, 2011

MEMORANDUM

To: All United States Senate Employees

From: Christopher J. Doby, Financial Clerk of the Senate 

Subject: April 20, 2011 Pay

In accordance with the expiration of Public Law 112-6, March 18, 2011, the FY 2011 Continuing Resolution, this office has no authority to pay salaries after the close-of-business April 8, 2011. Unless new spending authority is approved, your net pay of April 20, 2011, will be different than usual for the following reasons:

- You will be paid for 8 days, rather than 15;
- Health Insurance (FEHB) deductions will be taken for the full MONTH if your pay is sufficient to cover this deduction. If it is not, any outstanding health insurance premium (employee portion only) will be withheld from future pay after spending authority is approved or you will be billed (**your FEHB coverage will not be terminated due to the lapse in funding**);
- Student Loan Reimbursement Payments (SLP) will not be made to your lenders. **You should make alternate payment arrangements.**
- TSP Loan payments will be withheld from pay in the usual amount if your pay is sufficient to cover this withholding. **If it is not, you should contact TSP regarding alternate payment options.**
- All other deductions that are a percentage of pay will be prorated for the 8 day period;
- All other deductions that are a per pay period *amount* will be deducted only if they do not exceed your new net pay amount;
- Allotments from pay that exceed your new net pay will not be made. **If these allotments represent payments due from you (e.g. mortgage, car payment, etc.), you should make these payments directly to your designated financial institution;** and
- Allotments from pay that do not exceed your new net pay will be made in the usual amount to your designated financial institution.

The Earnings and Deductions Statement you will receive for the April 20 paydate will reflect your gross pay, deductions and net pay amount for the reduced 8 day period. I strongly encourage you to pay close attention to this document so that you are aware of what has been withheld and what has not.

Your pay of April 20, 2011 will be your last salary payment until spending authority is approved. When spending authority is approved, your normal salary and authorized withholding amount will be restored.

I regret any inconvenience these changes in your pay may cause you. The expiration of the Continuing Resolution gives this office no choice in this matter. If you have any questions, please call the Payroll Section on (202) 224-1095.