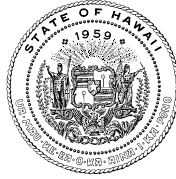


JOSH GREEN, M.D.  
GOVERNOR  
KE KIA'ĀINA




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COMPTROLLER  
KA LUNA HO'OMALU HANA LAULĀ

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**STATE OF HAWAI'I | KA MOKU'ĀINA O HAWAI'I**  
**DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES | KA 'OIHANA LOIHELU A LAWELAWE LAULĀ**  
P.O. BOX 119, HONOLULU, HAWAII 96810-0119

January 17, 2025

**COMPTROLLER'S MEMORANDUM NO. 2025-05**

TO: Heads of Departments and Agencies  
ATTN: Payroll Offices  
FROM: Keith A. Regan, Comptroller   
SUBJECT: Statutory Dues Changes for HGEA BUs 02, 03, 04, 06, 08, 09, 13, and 14

This memorandum is to advise all departments and agencies of the statutory dues changes for the employees in HGEA-represented bargaining units (BUs) 02, 03, 04, 06, 08, 09, 13, and 14, effective January 1, 2025 (January 17, 2025 pay date). In accordance with Section 89-4(a), Hawaii Revised Statutes and HGEA's Statutory Dues Calculation Procedure, HGEA is requesting an adjustment of dues for their member employees or the amount equivalent to the regular dues for non-member employees in BUs 02, 03, 04, 06, 08, 09, 13, and 14 represented by the HGEA, AFSCME Local 152, AFL-CIO.

Per HGEA, the straight-time monthly salary is defined as the employee's monthly basic rate of pay, including differential pay for compression, conversion, related, retention, salary adjustment, school year temporary, DOE special services adjustment (Unit 13), and shortage amounts received by the employee.

- Effective January 1, 2025, the formula for calculating statutory dues for these employees is as follows:
  - (1) For employees with regular work hours of 21 or more per week, the statutory dues are .008 times the straight-time monthly salary plus affiliation fee payments to AFSCME (\$16.05 per month).
  - (2) For employees with 20 regular work hours per week, the statutory dues are .008 times the straight-time monthly salary plus affiliation fee payments to AFSCME (\$12.00 per month).

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  - Effective January 1, 2025 – All employees move one step. 1.40% one-time lump sum payment for employees on the maximum step of the salary schedule or not administratively assigned to the salary schedule.

This dues adjustment should be performed concurrently with their change in salary or retroactively.

Deduction of the new statutory dues will be effective for the January 17, 2025 pay date.

Your cooperation in transmitting this information to your departments will be appreciated.