

DOCUMENT RESUME

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[Employees of the Navajo Area Who Had Not Yet Received Their 1977 Annual Pay Increase]. January 26, 1978. 2 pp.

Report to Jose A. Zuhl, Director, Office of Administration, Bureau of Indian Affairs; by Roy J. Kirk, Assistant Director, Community and Economic Div.

Contact: Community and Economic Development Div.

Organization Concerned: Bureau of Indian Affairs: Navajo Area Office, Gallup, NM.

In response to inquiries concerning employees who had not received pay increases which were effective May 22, 1977, GAO was informed that 15 employees in the Navajo area were identified who inadvertently had not yet been paid these increases. However, most had been paid in July and the others should receive the increase in early January 1978. Because of the length of time (7 months) it took to identify those employees initially overlooked and complaints from employees that increases for the last two years were not received until the fourth or fifth month after their effective date, it was requested that procedures be established to assure that all employees due a future increase be paid on a timely basis.  
(Author/HTW)

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**UNITED STATES GENERAL ACCOUNTING OFFICE**  
**WASHINGTON, D.C. 20548**

**COMMUNITY AND ECONOMIC  
DEVELOPMENT DIVISION**

**JAN 26 1978**

**Mr. Jose A. Zuni, Director  
Office of Administration  
Bureau of Indian Affairs  
Room 341  
1951 Constitution Avenue NW  
Washington, D.C. 20245**

**Dear Mr. Zuni:**

We are contacting you in response to a letter to our Office, dated November 11, 1977, from the Department of the Interior employees of the Navajo area claiming they had not received their annual increase in pay effective May 22, 1977, for the Northeastern Arizona area.

We inquired into this matter with personnel of your Branch of Classification, Division of Personnel. Subsequent to our initial inquiry, we were told that in a review of the records in the Branch of Personnel, Navajo Area Office, Gallup, New Mexico, 15 employees in the Navajo area were identified who inadvertently had not yet been paid for their May 1977 pay increase, although most had been paid in July and the others should receive their pay increase in early January 1978.

Because of the length of time (seven months) it took to identify those employees initially overlooked, and the complaints from the employees that the increases for the last two years were not received until the fourth or fifth month after their effective date, we are requesting that procedures be established to assure that all employees due a future increase be paid on a timely basis. We would appreciate a response from you within 30 days as to what action has or will be taken in establishing such procedures.

In addition, we are requesting that a copy of this letter be sent to each of the above 15 employees, recently identified as not having been paid for their May 1977 pay increase, for their information and future reference.

We are also furnishing copies of this letter to the Director,  
Office of Audit and Investigation.

Sincerely yours,

  
Roy J. Kirk  
Assistant Director