




Approved by: Juan Williams, Commissioner	Policy Number: 12-003 (Rev. 07/01/2023)
Signature: 	Supersedes: 12-003
Application: Executive, Judicial, and Legislative Branch Agencies, Human Resource Officers	Effective Date: July 1, 2015
Authority: T.C.A. § 4-3-1703, T.C.A. § 8-30-104, T.C.A. § 8-23-206	Rule: Chapter 1120-04

Longevity

Eligibility Criteria

Pursuant to Tenn. Code Ann., Section 8-30-102 and upon annual allocation by the General Assembly, all full-time employees of the Executive, Judicial, or Legislative branches who have been employed by the State for thirty-six (36) months or more and were hired prior to June 30, 2015, are eligible for longevity pay. In calculating service credit, an employee who was scheduled to work at least 1,600 hours annually shall receive longevity credit for each month of such part-time service in which the employee works a full month and actually worked one-tenth of one hour more than half the schedule. Full time employees with thirty-six (36) months of service shall receive payment for prior part time hourly service if the length of such part time service is equivalent to not less than five (5) years of full-time service.

State employees who were hired after June 30, 2015, but were previously employed with a qualified institution under the Tennessee Board of Regents, will retain longevity eligibility with the State, so long as there was not a break in service.

Longevity Payments

Employees are first eligible for longevity payment upon the completion of thirty-six (36) months of creditable state service. Employees on terminal leave, paid educational leave, and Division of Claims leave are eligible to receive the payment on his or her longevity date. Longevity is paid on the payday at the end of the month following the month after the completion of a creditable year. This will constitute the employee's longevity date.

The maximum benefit under longevity payment is thirty (30) years of service. The following shall be considered as creditable state service: active full-time service of employees eligible to accrue leave under T.C.A. § 8-50-801, T.C.A. § 8-50-802 and T.C.A. § 8-23-206 (1,600 hour employees), leave approved under the Division of Claims, paid educational leave and authorized unpaid military leave. Time that is not creditable in calculating state service includes part-time employment (other than as described above), sick leave bank grant payments, or leave without pay.

DOHR Policy: Longevity	Policy Number: 12-003 (Rev. 07/01/2023)
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Former state employees with creditable prior service before June 30, 2015, shall be credited with all prior service. Such employees are eligible for longevity upon the completion of the next full year of creditable state service, including all months in excess of a whole year of creditable prior service.

Categories Not Eligible for Longevity

The following persons are not eligible for longevity payments:

- Employees of the executive branch in the state service, as defined by Tenn. Code Ann. § 8-30-102, hired after June 30, 2015;
- Officials popularly elected to fixed terms in office, including the governor, judges, and members of the general assembly;
- Persons receiving automatic annual raises under the provisions of T.C.A. § 8-7-201 or otherwise;
- Persons receiving separate longevity pay covered by the provisions of Tenn. Code Ann. § 4-7-111; and
- State-employed teachers who are paid based on local teachers' pay scales which increase based on years of experience.

Questions regarding this policy may be directed to the Agency Resource Center (ARC).