

**COST-OF-LIVING ADJUSTMENTS**

**CLERICAL UNIT**

**EFFECTIVE OCTOBER 1, 2011 (1.0400%)**

CLASS	DDRNO	PAY RATE	STEP-1	STEP-2	STEP-3	STEP-4	STEP-5	STEP-6	STEP-7	STEP-8	STEP-9	STEP-10
*****												
BENEFITS SPECIALIST			-- 1203	*	*	*	*	*	*	*	*	*
	95-12031	NEW HOURLY	27.78	29.33	30.97	32.70	34.52					
		BIWEEKLY	2,222.40	2,346.40	2,477.60	2,616.00	2,761.60					
		MONTHLY	4,833.72	5,103.42	5,388.78	5,689.80	6,006.48					
*****												
CLERK 2/ A			-- 1141	*	*	*	*	*	*	*	*	*
	91-11016	NEW HOURLY	20.89	22.05	23.28	24.58	25.95					
		BIWEEKLY	1,671.20	1,764.00	1,862.40	1,966.40	2,076.00					
		MONTHLY	3,634.86	3,836.70	4,050.72	4,276.92	4,515.30					
	91-11017	SAME AS ABOVE										
	93-11016	SAME AS ABOVE										
	94-11016	SAME AS ABOVE										
	94-11017	SAME AS ABOVE										
	95-11411	SAME AS ABOVE										
**												
B 3/												
	91-11014	NEW HOURLY	17.73	18.72	19.76	20.86	22.02					
		BIWEEKLY	1,418.40	1,497.60	1,580.80	1,668.80	1,761.60					
		MONTHLY	3,085.02	3,257.28	3,438.24	3,629.64	3,831.48					
	91-11015	SAME AS ABOVE										
	93-11014	SAME AS ABOVE										
	94-11014	SAME AS ABOVE										
	94-11015	SAME AS ABOVE										
	95-11412	SAME AS ABOVE										
**												
C												
	91-01118	NEW HOURLY	16.91				21.01					
		BIWEEKLY					1,680.80					
		MONTHLY					3,655.74					
	93-01118	SAME AS ABOVE										
*****												
CLERK STENOGRAPHER			-- 1321	*	*	*	*	*	*	*	*	*
*****												
	91-13135	NEW HOURLY	21.84	23.06	24.35	25.71	27.14					
		BIWEEKLY	1,747.20	1,844.80	1,948.00	2,056.80	2,171.20					
		MONTHLY	3,800.16	4,012.44	4,236.90	4,473.54	4,722.36					
	93-13135	SAME AS ABOVE										
	94-13135	SAME AS ABOVE										

CLASS	DDRNO	PAY RATE	STEP-1	STEP-2	STEP-3	STEP-4	STEP-5	STEP-6	STEP-7	STEP-8	STEP-9	STEP-10
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**												
B												
	91-13134	NEW HOURLY	20.89	22.05	23.28	24.58	25.95					
		BIWEEKLY	1,671.20	1,764.00	1,862.40	1,966.40	2,076.00					
		MONTHLY	3,634.86	3,836.70	4,050.72	4,276.92	4,515.30					
	93-13134	SAME AS ABOVE										
	94-13134	SAME AS ABOVE										
CLERK	TYPIST		-- 1358	*	*	*	*	*	*	*	*	*
**												
A												
	91-13637	NEW HOURLY	21.84	23.06	24.35	25.71	27.14					
		BIWEEKLY	1,747.20	1,844.80	1,948.00	2,056.80	2,171.20					
		MONTHLY	3,800.16	4,012.44	4,236.90	4,473.54	4,722.36					
	93-13637	SAME AS ABOVE										
	94-13637	SAME AS ABOVE										
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B 4/												
	91-13635	NEW HOURLY	19.06	20.12	21.24	22.42	23.67					
		BIWEEKLY	1,524.80	1,609.60	1,699.20	1,793.60	1,893.60					
		MONTHLY	3,316.44	3,500.88	3,695.76	3,901.08	4,118.58					
	91-13636	SAME AS ABOVE										
	93-13635	SAME AS ABOVE										
	93-13636	SAME AS ABOVE										
	94-13635	SAME AS ABOVE										
	94-13636	SAME AS ABOVE										
**												
C												
	91-01119	NEW HOURLY	17.42				21.64					
		BIWEEKLY					1,731.20					
		MONTHLY					3,765.36					
**												
D												
	93-01806	NEW HOURLY	15.52				19.28					
		BIWEEKLY					1,542.40					
		MONTHLY					3,354.72					
**												
E												
	91-01120	NEW HOURLY	14.66				18.21					
		BIWEEKLY					1,456.80					
		MONTHLY					3,168.54					

CLASS	DDRNO	PAY RATE	STEP-1	STEP-2	STEP-3	STEP-4	STEP-5	STEP-6	STEP-7	STEP-8	STEP-9	STEP-10
*****	*****	*****	*****	*****	*****	*****	*****	*****	*****	*****	*****	*****
COMMUNICATIONS INFORMATION REP--			1461	*	*	*	*	*	*	*	*	*
A												
95-14612	NEW HOURLY		24.50	25.87	27.31	28.83	30.44					
	BIWEEKLY	1,960.00	2,069.60	2,184.80	2,306.40	2,435.20						
	MONTHLY	4,263.00	4,501.38	4,751.94	5,016.42	5,296.56						
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B												
94-14020	NEW HOURLY		21.84	23.06	24.35	25.71	27.14					
	BIWEEKLY	1,747.20	1,844.80	1,948.00	2,056.80	2,171.20						
	MONTHLY	3,800.16	4,012.44	4,236.90	4,473.54	4,722.36						
**												
C												
94-14001	NEW HOURLY		20.89	22.05	23.28	24.58	25.95					
	BIWEEKLY	1,671.20	1,764.00	1,862.40	1,966.40	2,076.00						
	MONTHLY	3,634.86	3,836.70	4,050.72	4,276.92	4,515.30						
**												
CUST SRVC REPTV 7/			-- 1230	*	*	*	*	*	*	*	*	*
A												
91-15031	NEW HOURLY		30.07	31.75	33.52	35.39	37.36					
	BIWEEKLY	2,405.60	2,540.00	2,681.60	2,831.20	2,988.80						
	MONTHLY	5,232.18	5,524.50	5,832.48	6,157.86	6,500.64						
**												
B 5/												
91-12068	NEW HOURLY		26.60	28.08	29.65	31.30	33.05					
	BIWEEKLY	2,128.00	2,246.40	2,372.00	2,504.00	2,644.00						
	MONTHLY	4,628.40	4,885.92	5,159.10	5,446.20	5,750.70						
91-12110	SAME AS ABOVE											
95-12301	SAME AS ABOVE											
**												
C												
91-12067	NEW HOURLY		25.17	26.57	28.05	29.61	31.26					
	BIWEEKLY	2,013.60	2,125.60	2,244.00	2,368.80	2,500.80						
	MONTHLY	4,379.58	4,623.18	4,880.70	5,152.14	5,439.24						
95-12302	SAME AS ABOVE											
**												
D												
91-12066	NEW HOURLY		23.55	24.86	26.25	27.71	29.26					
	BIWEEKLY	1,884.00	1,988.80	2,100.00	2,216.80	2,340.80						
	MONTHLY	4,097.70	4,325.64	4,567.50	4,821.54	5,091.24						

CLASS	DDRNO	PAY RATE	STEP-1	STEP-2	STEP-3	STEP-4	STEP-5	STEP-6	STEP-7	STEP-8	STEP-9	STEP-10
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**												
E												
	91-01117	NEW HOURLY	21.63				26.87					
		BIWEEKLY					2,149.60					
		MONTHLY					4,675.38					
DATA ENTRY OPERATOR -- 1433 *												
A												
	93-14135	NEW HOURLY	23.55	24.86	26.25	27.71	29.26					
		BIWEEKLY	1,884.00	1,988.80	2,100.00	2,216.80	2,340.80					
		MONTHLY	4,097.70	4,325.64	4,567.50	4,821.54	5,091.24					
	94-14134	SAME AS ABOVE										
**												
B 1/												
	91-14102	NEW HOURLY	21.84	23.06	24.35	25.71	27.14					
		BIWEEKLY	1,747.20	1,844.80	1,948.00	2,056.80	2,171.20					
		MONTHLY	3,800.16	4,012.44	4,236.90	4,473.54	4,722.36					
	93-14102	SAME AS ABOVE										
	94-14102	SAME AS ABOVE										
DATA ENTRY SUPERVISOR -- 1434 *												
	91-14079	NEW HOURLY	25.17	26.57	28.05	29.61	31.26					
		BIWEEKLY	2,013.60	2,125.60	2,244.00	2,368.80	2,500.80					
		MONTHLY	4,379.58	4,623.18	4,880.70	5,152.14	5,439.24					
	93-14079	SAME AS ABOVE										
	94-14079	SAME AS ABOVE										
DATA PROCESSING TECHNICIAN -- 1136 *												
A												
	93-11005	NEW HOURLY	26.60	28.08	29.65	31.30	33.05					
		BIWEEKLY	2,128.00	2,246.40	2,372.00	2,504.00	2,644.00					
		MONTHLY	4,628.40	4,885.92	5,159.10	5,446.20	5,750.70					
	94-11005	SAME AS ABOVE										
**												
B												
	93-11006	NEW HOURLY	25.17	26.57	28.05	29.61	31.26					
		BIWEEKLY	2,013.60	2,125.60	2,244.00	2,368.80	2,500.80					
		MONTHLY	4,379.58	4,623.18	4,880.70	5,152.14	5,439.24					
	94-11125	SAME AS ABOVE										



CLASS	DDRNO	PAY RATE	STEP-1	STEP-2	STEP-3	STEP-4	STEP-5	STEP-6	STEP-7	STEP-8	STEP-9	STEP-10
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C												
	91-19102	NEW HOURLY	29.04	30.66	32.37	34.17	36.08					
		BIWEEKLY	2,323.20	2,452.80	2,589.60	2,733.60	2,886.40					
		MONTHLY	5,052.96	5,334.84	5,632.38	5,945.58	6,277.92					
**												
D												
	91-19003	NEW HOURLY	25.17	26.57	28.05	29.61	31.26					
		BIWEEKLY	2,013.60	2,125.60	2,244.00	2,368.80	2,500.80					
		MONTHLY	4,379.58	4,623.18	4,880.70	5,152.14	5,439.24					
SENIOR CLERK 4/												
A												
	91-11123	NEW HOURLY	26.60	28.08	29.65	31.30	33.05					
		BIWEEKLY	2,128.00	2,246.40	2,372.00	2,504.00	2,644.00					
		MONTHLY	4,628.40	4,885.92	5,159.10	5,446.20	5,750.70					
	91-11124	SAME AS ABOVE										
	93-11123	SAME AS ABOVE										
	93-11124	SAME AS ABOVE										
	94-11123	SAME AS ABOVE										
	94-11124	SAME AS ABOVE										
**												
B												
	91-11122	NEW HOURLY	25.17	26.57	28.05	29.61	31.26					
		BIWEEKLY	2,013.60	2,125.60	2,244.00	2,368.80	2,500.80					
		MONTHLY	4,379.58	4,623.18	4,880.70	5,152.14	5,439.24					
	91-14002	SAME AS ABOVE										
	93-11122	SAME AS ABOVE										
	94-11122	SAME AS ABOVE										
**												
C												
	91-11121	NEW HOURLY	23.55	24.86	26.25	27.71	29.26					
		BIWEEKLY	1,884.00	1,988.80	2,100.00	2,216.80	2,340.80					
		MONTHLY	4,097.70	4,325.64	4,567.50	4,821.54	5,091.24					
	91-14103	SAME AS ABOVE										
	93-11121	SAME AS ABOVE										
	94-11121	SAME AS ABOVE										

CLASS	DDRNO	PAY RATE	STEP-1	STEP-2	STEP-3	STEP-4	STEP-5	STEP-6	STEP-7	STEP-8	STEP-9	STEP-10
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SENIOR CLERK STENOGRAPHER	4/		-- 1323	*	*	*	*	*	*	*	*	*
A												
91-13138	NEW HOURLY		26.60	28.08	29.65	31.30	33.05					
	BIWEEKLY	2,128.00	2,246.40	2,372.00	2,504.00	2,644.00						
	MONTHLY	4,628.40	4,885.92	5,159.10	5,446.20	5,750.70						
91-13139	SAME AS ABOVE											
93-13138	SAME AS ABOVE											
93-13139	SAME AS ABOVE											
94-13138	SAME AS ABOVE											
94-13139	SAME AS ABOVE											
**												
B												
91-13137	NEW HOURLY		25.17	26.57	28.05	29.61	31.26					
	BIWEEKLY	2,013.60	2,125.60	2,244.00	2,368.80	2,500.80						
	MONTHLY	4,379.58	4,623.18	4,880.70	5,152.14	5,439.24						
93-13137	SAME AS ABOVE											
94-13137	SAME AS ABOVE											
**												
C												
91-13136	NEW HOURLY		23.55	24.86	26.25	27.71	29.26					
	BIWEEKLY	1,884.00	1,988.80	2,100.00	2,216.80	2,340.80						
	MONTHLY	4,097.70	4,325.64	4,567.50	4,821.54	5,091.24						
93-13136	SAME AS ABOVE											
94-13136	SAME AS ABOVE											
SENIOR CLERK TYPIST			-- 1368	*	*	*	*	*	*	*	*	*
A 4/												
91-13640	NEW HOURLY		26.60	28.08	29.65	31.30	33.05					
	BIWEEKLY	2,128.00	2,246.40	2,372.00	2,504.00	2,644.00						
	MONTHLY	4,628.40	4,885.92	5,159.10	5,446.20	5,750.70						
91-13641	SAME AS ABOVE											
93-13640	SAME AS ABOVE											
93-13641	SAME AS ABOVE											
94-13640	SAME AS ABOVE											
94-13641	SAME AS ABOVE											



CLASS	DDRNO	PAY RATE	STEP-1	STEP-2	STEP-3	STEP-4	STEP-5	STEP-6	STEP-7	STEP-8	STEP-9	STEP-10
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B												
91-13639	NEW HOURLY		25.17	26.57	28.05	29.61	31.26					
	BIWEEKLY	2,013.60	2,125.60	2,244.00	2,368.80	2,500.80						
	MONTHLY	4,379.58	4,623.18	4,880.70	5,152.14	5,439.24						
93-13639	SAME AS ABOVE											
94-13639	SAME AS ABOVE											

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C												
91-13638	NEW HOURLY		23.55	24.86	26.25	27.71	29.26					
	BIWEEKLY	1,884.00	1,988.80	2,100.00	2,216.80	2,340.80						
	MONTHLY	4,097.70	4,325.64	4,567.50	4,821.54	5,091.24						
93-13638	SAME AS ABOVE											
94-13638	SAME AS ABOVE											

SENIOR COMMUNICATIONS OPERATOR --1467 \* \* \* \* \*

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A												
94-14003	NEW HOURLY		27.26	28.78	30.38	32.07	33.86					
	BIWEEKLY	2,180.80	2,302.40	2,430.40	2,565.60	2,708.80						
	MONTHLY	4,743.24	5,007.72	5,286.12	5,580.18	5,891.64						

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B												
94-14104	NEW HOURLY		23.90	25.23	26.64	28.13	29.70					
	BIWEEKLY	1,912.00	2,018.40	2,131.20	2,250.40	2,376.00						
	MONTHLY	4,158.60	4,390.02	4,635.36	4,894.62	5,167.80						

CLERICAL UNIT

FOOTNOTES:

1. Employees occupying DDR Nos. 91-14102, 93-14102, or 94-14102 in the class of Data Entry Operator (Class Code 1433), who are assigned to a position in the class of Data Processing Technician Trainee (Class Code 1134) shall continue to receive the pay applicable to the position they occupied in the class of Data Entry Operator if that salary is higher than the salary applicable to the position in the class of Data Processing Technician Trainee.
  
2. Any employee who occupied one of the DDRs listed below between June 29, 1981 and July 24, 1981, shall receive the second premium level above the appropriate step rate in the salary range while occupying or re-occupying any DDR listed below.

Clerk (Class Code 1141)

91-11017  
94-11017

3. Any employee who occupied one of the DDRs listed below between June 29, 1981 and July 24, 1981 shall receive the third premium level above the appropriate step rate in the salary range while occupying or re-occupying any DDR listed below:

Clerk (Class Code 1141)

91-11015  
94-11015

4. Any employee who occupied one of the DDRs listed below between June 29, 1981 and July 24, 1981 shall receive the fourth premium level above the appropriate step rate in the salary range while occupying or re-occupying any DDR listed below:

Clerk Typist Class Code 1358	Sr. Clerk Typist Class Code 1368	Sr. Clerk Steno Class Code 1323	Sr. Clerk Class Code 1143
91-13636	91-13640	91-13139	91-11124
93-13636	93-13640	93-13139	93-11124
94-13636	94-13640	94-13139	94-11124

CLERICAL UNIT

FOOTNOTES: (cont'd)

5. All positions on DDR 91-12110 in the class of Customer (previously Commercial) Service Representative (Class Code 1230) shall not be filled by bid.
6. Due to certain class consolidations conducted by the Personnel Department, City of Los Angeles, the following classifications indicated in Appendix A-1 have been abolished and are not shown in Appendix A-2.

Data Processing Technician Trainee	1134
Traffic Agent	1159

7. Due to certain class consolidations conducted by the Personnel Department, City of Los Angeles, the following classification was reallocated:

From:	Senior Teller	1192
To:	Customer Service Representative	1230

8. One person in a classification represented by IBEW, when designated to represent IBEW as the Administrator to the Joint Safety Institute (JSI), shall, while assigned to perform such JSI Administrator duties, be compensated at the fifth (5<sup>th</sup>) step of the "III" level Salary Range (DDR No.95-52653) established for the class of Electrical Services Manager (Class Code 5265), enabling the individual to remain in the bargaining unit during such assignment while being compensated at the Electrical Services Manager III salary level. The provisions of this footnote shall be effective October 1, 2002.
9. One person in a classification represented by IBEW, when designated to represent IBEW as the Administrator to the Joint Training Institute (JTI) shall, while assigned to perform such JTI Administrator duties, be compensated at the fifth (5<sup>th</sup>) step of the "III" level Salary Range (DDR No. 95-52653) established for the class of Electrical Services Manager (Class Code 5265), enabling the individual to remain in the bargaining unit during such assignment while being compensated at the Electrical Services Manager III salary level. The provisions of this footnote shall be effective October 1, 2002.