



QUESTIONS & ANSWERS

General Wage Increase Civil Service Staff July 1, 2025

The Washington State Legislature provided funds for a 3% general wage increase for non-represented classified staff (civil service) effective July 1, 2025. Represented classified staff are to see their respective [collective bargaining agreement](#) for information.

ELIGIBILITY

1. Which civil service staff are eligible to receive the general wage increase on July 1, 2025?
 - Civil service staff who are on appointments including probation and trial service as of July 1, 2025, will receive the increase. All non-permanent civil service employees (scheduled and nonscheduled) will also receive the increase.
2. Will civil service staff on grants and contracts receive the increase?
 - Yes. The increase applies to civil service staff regardless of position funding source.
3. If a civil service employee was recently hired, changed positions, changed classification, is on a temporary upgrade or was promoted, are they eligible for the increase?
 - Yes. Civil service staff follow the [July 1, 2025, Washington State General Service Salary Schedule](#), or the salary schedule appropriate for their classification (such as the Nurses Salary Range or Information Technology Professional Structure Salary Schedule), which includes a 3% increase effective July 1, 2025.
4. What if I have additional questions?
 - Questions regarding employee eligibility may be directed to Human Resource Services.

IMPLEMENTATION OF INCREASES

5. How will the civil service staff increase be implemented?
 - The increase will be processed centrally by HRS and Modernization. The salary schedules for civil service staff will increase 3% effective July 1, 2025. Employee compensation will reflect the increase in Workday no later than July 10, 2025, and the increase will be included in the July 25 paycheck. More information about the Blackout Period, including the July Blackout Schedule, can be found on the [Staffing and Compensation Blackout Information guide](#).



6. How will periodic salary increases (PID) be impacted by the general wage increase?
 - Once the general wage increase is complete, PID increases will be processed as normal.
7. How will employees be notified?
 - Employees may view their Compensation and Pay Change History on their Workday profile.
8. If the need for corrections is discovered after the general wage increase is processed, how should that be handled?
 - Departments should contact [HRS Records](#) for assistance.
11. Where can the updated civil service salary schedules be found?
 - The updated civil service salary schedules will be available on the [HRS website](#) July 1, 2025. They will also be available at the [Office of Financial Management Salary Schedules](#) website.

FUNDING

12. How will funding for increases be allocated?
 - FY26 funding for the mass salary increase will be based on the initial position budgets established in Adaptive Planning. This will create the initial budget allocation in Workday. Funding will be provided for salaries on Core Funds: FD001-General Fund, FD076-Indirect Cost Recovery, and FD080-Administrative Fees and Interest
 - Units/Areas are responsible to cover the cost of increases for eligible employees paid on all other funds.
13. Will baseline funding be provided?
 - Funding for classified staff positions will be allocated during the FY26 budget planning cycle.
14. What if I have other questions?
 - Questions regarding funding/budget may be directed to the Budget Office.