



**STATE OF NEW JERSEY
PUBLIC EMPLOYMENT RELATIONS COMMISSION**

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Notice to Public Employers - Public Sector Contracts

N.J.S.A. 34:13A-8.2 provides that "public employers shall file with the commission a copy of any contracts it has negotiated with public employee representatives following consummation of negotiations."

Additionally, N.J.S.A. 34:13A-16.8(d)(2) was enacted effective January 1, 2011. The law requires all public employers to provide copies of completed contracts from all bargaining units within the employer's jurisdiction and a summary of all costs and the impact associated with the agreement.

N.J.S.A. 34:13A-16.8(d)(2) provides that,

"...PERC is required to post on its website all collective negotiations agreements and interest arbitration awards entered or awarded after the date of enactment including a summary of contract or arbitration award terms in a standard format developed by the Public Employment Relations Commission to facilitate comparisons. All collective negotiations agreements shall be submitted to PERC within 15 days of contract execution."

There are separate forms for police & fire and all other public sector collective bargaining agreements, including education. Please choose accordingly. The new reporting requirements request the summary form for police and fire units include the difference between economic and non-economic items reported in the previous agreement and their impact on the new agreements. This does not apply to non-police non-fire units.

An electronic, **signed and dated** copy along with a word processing version (Word, WordPerfect, etc) of all past and current contracts for each bargaining unit, that are not presently listed on PERC's website*, must be e-mailed to contracts@perc.state.nj.us. Should no electronic version be available, a single sided, 8 ½ by 11 copy may be mailed to the agency PO Box. Contracts will **NOT** be accepted in booklet form.

*To verify those contracts that have already received by PERC, a listing, by Employer, of available contracts for each bargaining unit is available on the PERC website Reference Page under [Contracts by Unit](#).

A summary form must be completed (and e-mailed to contracts@perc.state.nj.us.) for any contract that begins on or after January 1, 2010 and was settled, entered into or awarded after January 1, 2011. This request applies regardless if PERC has already received the contract.

New Jersey Is An Equal Opportunity Employer

You must include in your email the text of the attached certification with the name and title of the appropriate government official, the preparer of the summary and the date.

Employers must redact all contracts to comply with the privacy provisions of the Open Public Records Act, N.J.S.A. 47:1A-1 et seq. and must exclude confidential personal information such as social security numbers. Please note that individual employment contracts shall not be filed.

All contracts will be entered into our database and made available to the public through the Reference page of the Commission's web site, www.state.nj.us/perc. Please refer to our website to review the contracts on file for your jurisdiction.

Thank you for your compliance with this statutory requirement. If you have any question regarding this letter or your obligation, please contact Patti Connelly at (609) 292-9832.

Certification

I declare to the best of my knowledge and belief that the attached document(s) are true electronic copies of the executed collective negotiations agreement(s) and the included summary is an accurate assessment of the collective bargaining agreement for the term beginning _____ thru _____ . .

Name _____
Print Name

Signature

Title _____

Employer _____

County _____

Date _____

SUMMARY FORM
COLLECTIVE BARGAINING AGREEMENT
POLICE AND FIRE

Public Employer: _____ Employee Organization _____

Base Year Contract Term: _____ New Contract Term _____

Synopsis of Settlement/
Award/Recommendation: _____

N.J.S.A. 34:13A-16.7(a): Base salary is the salary provided pursuant to a salary guide or table and any amount provided pursuant to a salary increment, including any amount provided for longevity or length of service. It shall also include any other item agreed to by the parties, or any other item that was included in the base salary as understood by the parties in the prior contract. Base salary shall not include non-salary economic issues, pension and health and medical insurance costs.

	<u>BASE YEAR</u> <i>(previous agreement)</i>	<u>NEW BASE YEAR</u> <i>(successor agreement)</i>	<u>INCLUDED IN NEW BASE</u>	
			<u>Economic</u>	<u>Non-Economic</u>
Salary:	_____	_____	Yes ___ No ___	Yes ___ No ___
Increment:	_____	_____	Yes ___ No ___	Yes ___ No ___
% Increase:	_____	_____	Yes ___ No ___	Yes ___ No ___
Avg. Yield per person in dollars:	_____	_____	Yes ___ No ___	Yes ___ No ___
Uniforms:	_____	_____	Yes ___ No ___	Yes ___ No ___
Boot/Shoe:	_____	_____	Yes ___ No ___	Yes ___ No ___
Longevity:	_____	_____	Yes ___ No ___	Yes ___ No ___
Holiday Pay:	_____	_____	Yes ___ No ___	Yes ___ No ___
Shift Differential:	_____	_____	Yes ___ No ___	Yes ___ No ___
Overtime:	_____	_____	Yes ___ No ___	Yes ___ No ___
Stipends:	_____	_____	Yes ___ No ___	Yes ___ No ___
Bonuses:	_____	_____	Yes ___ No ___	Yes ___ No ___
Education:	_____	_____	Yes ___ No ___	Yes ___ No ___
EMT:	_____	_____	Yes ___ No ___	Yes ___ No ___
Other*:	_____	_____	Yes ___ No ___	Yes ___ No ___

* Additional Costs: (please list on separate sheet & include in total)

Medical: Medical Costs are not included in the base salary but must be included in the analysis as part of the summary

Contributions:	_____	_____
Cost of Health	_____	_____
Prescription	_____	_____
Dental:	_____	_____
Vision:	_____	_____

NEW AGREEMENT ANALYSIS

Effective Date	<u>Year</u>	<u>Year</u>	<u>Year</u>	<u>Year</u>
% Increase	_____	_____	_____	_____
Avg. Yield (p/p*)	_____	_____	_____	_____
Cost of Increase/:	_____	_____	_____	_____
Impact of Settlement:				
Percentage Impact:	_____	_____	_____	_____
Actual dollar Impact:	_____	_____	_____	_____
TOTAL BASE SALARY AT END OF EACH YEAR	_____	_____	_____	_____

The undersigned certifies that the foregoing figures are true and is aware that if any of the foregoing items are false, s/he is subject to punishment.

Prepared by: _____
Print Name

Title: _____

Signature

Date: _____

SUMMARY FORM
COLLECTIVE BARGAINING AGREEMENT
PUBLIC SECTOR / NON-POLICE & FIRE

Public Employer: _____ Employee Organization _____

Base Year Contract Term: _____ New Contract Term _____

Synopsis of Settlement/
Award/Recommendation: _____

	<u>BASE YEAR</u> <i>(previous agreement)</i>	<u>NEW BASE YEAR</u> <i>(successor agreement)</i>
Salary:	_____	_____
Increment:	_____	_____
% Increase:	_____	_____
Avg. Yield	_____	_____
per person in dollars:	_____	_____
Uniforms:	_____	_____
Boot/Shoe:	_____	_____
Longevity:	_____	_____
Holiday Pay:	_____	_____
Shift Differential	_____	_____
Overtime:	_____	_____
Stipends:	_____	_____
Bonuses:	_____	_____
Education:	_____	_____
EMT:	_____	_____
Other*:	_____	_____

* Additional Costs: (please list on separate sheet & include in total)

Medical:

Contributions:	_____	_____
Cost of Health	_____	_____
Prescription	_____	_____
Dental:	_____	_____
Vision:	_____	_____

NEW AGREEMENT ANALYSIS

Effective Date	<u>Year</u>	<u>Year</u>	<u>Year</u>	<u>Year</u>
% Increase	_____	_____	_____	_____
Avg. Yield (p/p*)	_____	_____	_____	_____
Cost of Increase/:	_____	_____	_____	_____
Impact of Settlement:				
Percentage Impact:	_____	_____	_____	_____
Actual dollar Impact:	_____	_____	_____	_____
TOTAL BASE SALARY				
AT END OF EACH YEAR	_____	_____	_____	_____

The undersigned certifies that the foregoing figures are true and is aware that if any of the foregoing items are false, s/he is subject to punishment.

Prepared by: _____ Title: _____
 Print Name
 _____ Date: _____
 Signature