

## Personnel Listed in the Database

The State Employee Salary Database provides total calendar year wages for each state employee. The following notes are intended to answer questions about types of employees.

### Washington Management Service

Some employees listed in this report have position titles with the acronym “WMS” included. This acronym denotes positions included in the classified Washington Management Service (WMS), enacted as part of the civil service reforms approved by the Legislature in 1993 (see [RCW 41.06.500](#)). Non-higher education agencies may allocate positions that meet the management responsibilities defined in [RCW 41.06.022](#) into WMS. Agencies must have an OFM State Human Resources-approved inclusion procedure to allocate positions to WMS and each agency has a cap on the number of positions they can have in WMS. The majority of WMS positions will have descriptive, working titles that do not include the acronym. However, agencies have the option to put WMS in front of the working title, or just the acronym and the assigned pay band. Detailed information on WMS can be found on the [hr.wa.gov](#) website under [Compensation & Job Classes / Management Structures / Washington Management Service](#).

### Community and technical college system hourly employees

Some hourly employees of a community or technical college may have positions listed in the State Employee Salary Database that are not in use. The payroll system supporting these institutions allows hourly employees to be maintained in an “open for payment” status. This facilitates salary payments to intermittent employees without requiring that a new payroll authority be established each time they work. This system also allows for an employee to have hourly intermittent appointments for more than one job with different hourly rates at the same time.

### Higher education student positions

Student employment information at higher education institutions is protected by federal regulation and is not public information. However, non-University of Washington student nursing technicians at the UW medical centers are not in that category and so are included in the report.

### Commodity commission employee information

Most information for this report is provided electronically to OFM from payroll systems supporting state agency payroll operations. There is no common payroll system used by the commodity commissions, so that data is not included.