

ADD COMP LIMIT/ PM3 EXCEPTION

The LSU Permanent Memorandum 3 (PM3) Policy sets forth the requirements and conditions for providing additional compensation and establishing compensation limits for faculty and non-classified staff. Departments requesting exceptions to the PM3 policy must complete the form and submit it via the HCM system for advanced approval per Permanent Memorandum 69 (PM69).

Name: _____

Title: _____

Department: _____

Current Salary: _____

Current % effort: _____

Current Add Comp Limit: _____

What is the **dollar amount** you are requesting to exceed your current additional compensation limit? \$_____

Specify the **amount and nature** of any other additional compensation work that would cause you to further exceed your PM3 limit during this fiscal year? \$_____/

Was a **previous PM3 exception** approved for you before? Yes No If so, indicate the last fiscal year an exception was approved for you?

Why is it necessary for you to exceed your PM3 limit this year?

Are there any other extenuating circumstances that apply or are there any other comments that you would like to make in support of your exception request?
