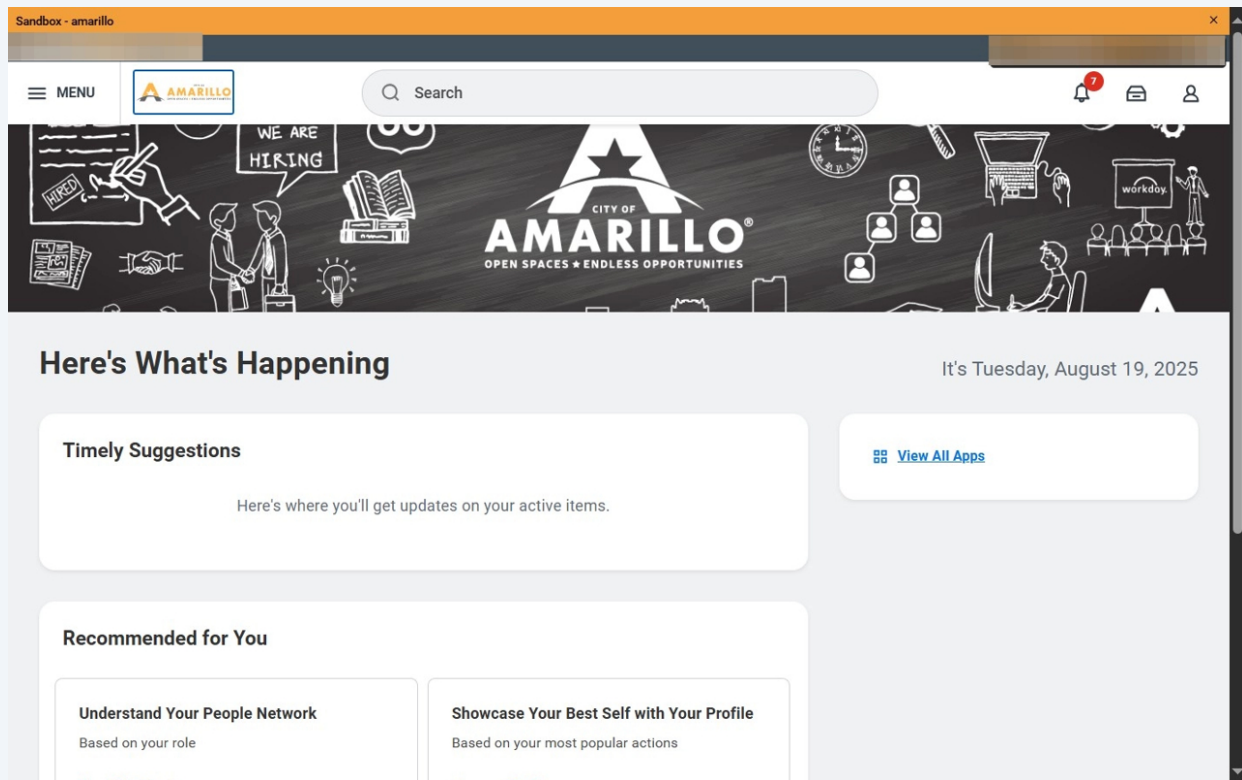
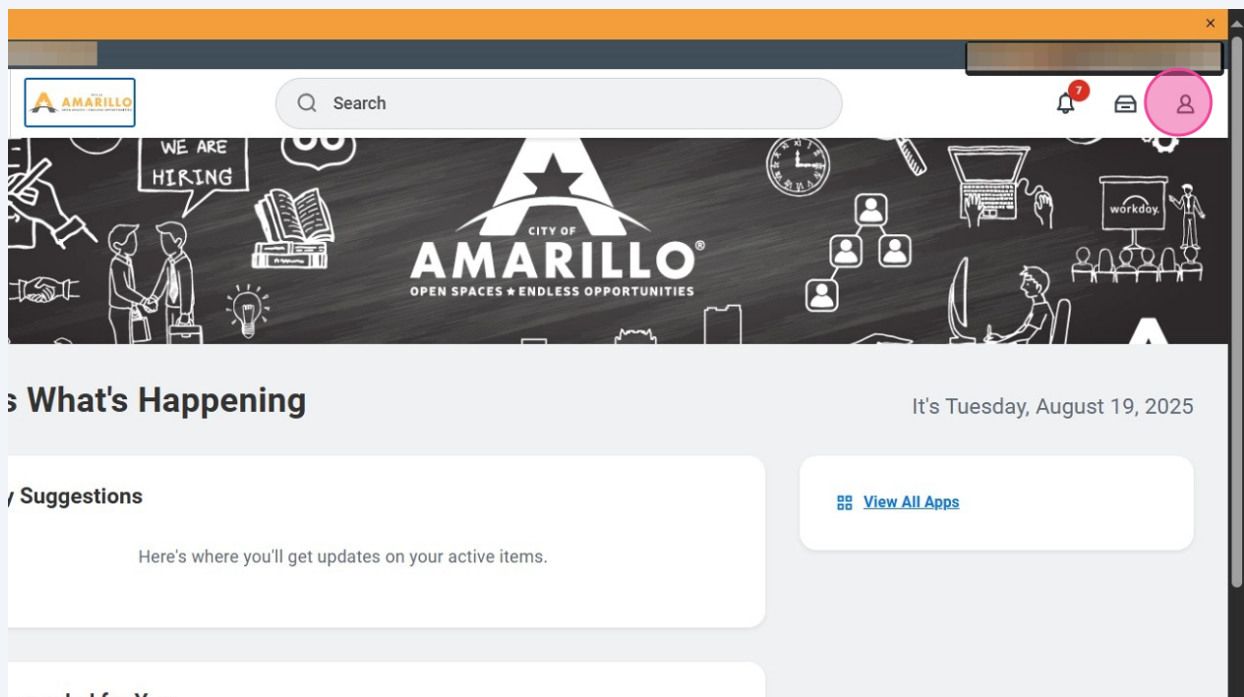


# How to view your current clothing and longevity elections in Workday.

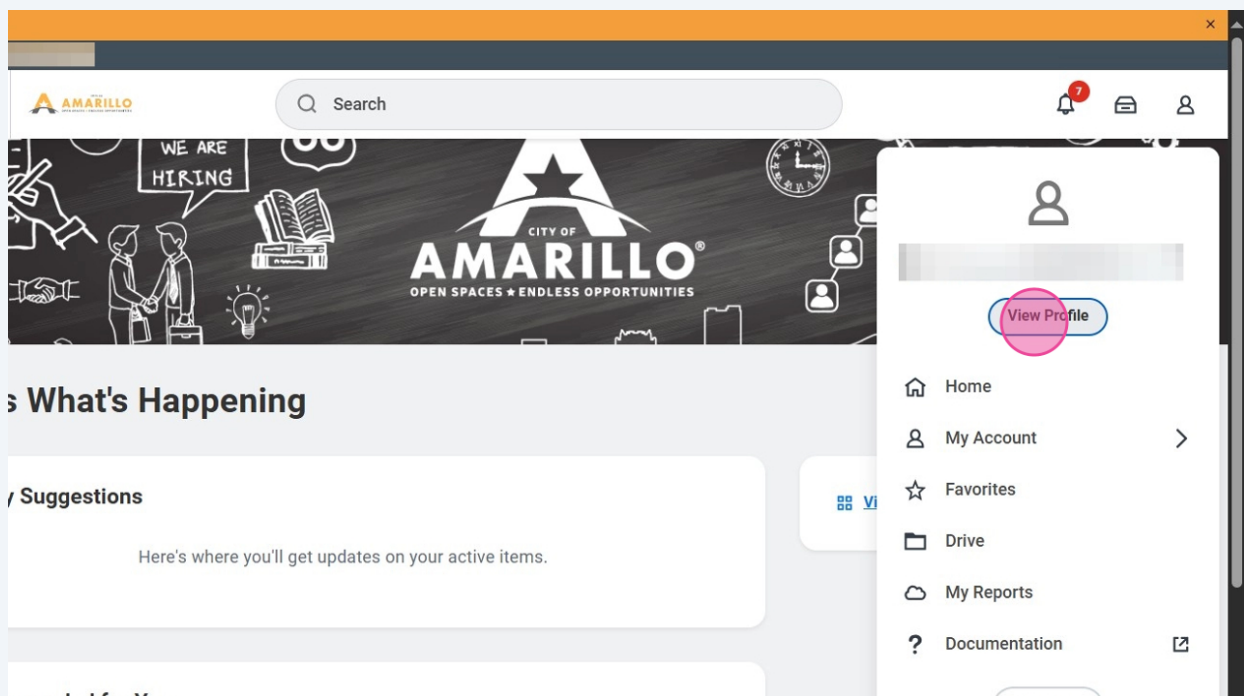
- 1 Login to Workday and start at the homepage.



2 In the tope right-hand corner, select your profile.



3 Click "View Profile"



4 This will take you to your Workday profile.

Click "Compensation" in Blue.

The screenshot shows the Workday profile page for a Police Officer. The left sidebar contains a menu with items: Summary, Overview, Job, Compensation (highlighted with a pink circle), Contact, Personal, Benefits, Pay, and Absence. The main content area is divided into two sections: 'Employee ID' and 'Location' (Police), and 'Manager' and 'Position Title' (Police Officer). The 'Job Details' section on the right lists: Employee ID, Supervisory Organization, Position (Police Officer), Business Title (Police Officer), Job Profile (Police Officer), Employee Type (Regular), and Management Level.

5 Listed under 'Plan Assignments' you can see your current allowance plans including clothing and longevity pay assignments. In this case, you can see that Lump Sum has been assigned for both allowance plans. For Biweekly assignments, the respective allowance plan will be labelled 'Biweekly'.

The screenshot shows the 'Compensation' page in Workday. The left sidebar contains a menu with items: Summary, Overview, Job, Compensation (highlighted with a pink circle), Contact, Personal, Benefits, Pay, Absence, Performance, and Career. The main content area displays the 'Compensation' details for the City of Amarillo Compensation Package, including Compensation Grade (P40), Compensation Grade Profile (P40), Step (P40-S5 - 43.39 USD), and Company (City of Amarillo). Below this is the 'Plan Assignments' section, which contains a table with 5 items.

| Effective Date | Plan Type | Compensation Plan              | Assignment                           |
|----------------|-----------|--------------------------------|--------------------------------------|
| 10/03/2024     | Hourly    | Hourly Plan                    | 43.389 USD Hourly                    |
| 06/05/2008     | Allowance | Bachelors Degree (1059/1008)   | 125.00 USD Monthly                   |
| 06/05/2008     | Allowance | Clothing - Lump Sum            | 720.00 USD Annual: Individual Target |
| 06/05/2008     | Allowance | Longevity - Lump Sum           | 0.01 USD Annual: Individual Target   |
| 06/05/2008     | Allowance | Master Certificate (1052/1002) | 100.00 USD Monthly                   |