

## Equal Pay Analysis, Appeal Process

This job aid provides step-by-step instructions on how to submit a pay equity appeal related to the Equal Pay Analysis, via Workday.

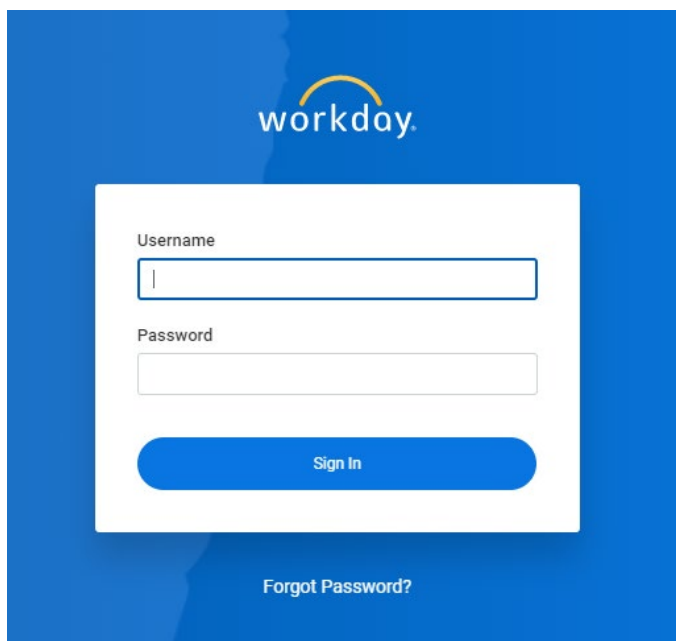
NOTE: Further resources regarding the appeals process are in the **Employee Resources** section of the [Pay Equity Project](#) page.

Step 1: Click on the **Survey Link** below.

### Survey Link:

[https://wd5.myworkday.com/oregon/email-universal/inst/17219\\$89/rel-task/2997\\$10955.html](https://wd5.myworkday.com/oregon/email-universal/inst/17219$89/rel-task/2997$10955.html)

Step 2: **Log into Workday** (you will skip this step if you are already logged into Workday when you click on the above link).



If you are having difficulty logging into Workday, contact your agency support. To find your agency support, click [here](#) for a listing.

Step 3: **All questions are required** (identified by a red asterisk). Please answer to the best of your ability.

**Take Survey**

**Equal Pay Analysis Appeal Form**

This form is to **file an appeal** of the results of the Equal Pay Analysis conducted by The Segal Group. All information is complete and correct before hitting "OK."

Filing (or not filing) an appeal has no impact on an individual's right of private legal action or filing a lawsuit.

**Eligibility Requirements:**

- Employed by a State of Oregon executive branch agency as of July 1, 2021, except for state employees in the State Treasury.
- Below the top of the salary range for your job classification as of January 1, 2022.

If you meet these requirements, please proceed to the following questions. **This form must be completed by employees who perform comparable work**, please contact your agency Human Resources office.

Link to [ORS 652.220](#)

Please confirm the amount of time you have been in your current position. \*



Please confirm the amount of time you have worked for the State of Oregon. \*

Step 4: When you are satisfied with your answers, **Click OK** to submit your Equal Pay Analysis Appeal. **Please note your appeal must be submitted by March 27, 2022 and can only be submitted once.**

Work email address: \*

By typing my name below, I acknowledge I have reviewed and agree with the information above.

**OK**

Cancel

