

**ALTERNATE RANGE CRITERIA 200**

Established 8/30/83

Range A. This range shall apply to persons who do not meet the criteria for payment in Range B.

Range B. This range shall apply to persons who have satisfactorily completed 12 months of experience performing the duties of a Workers' Compensation Insurance Technician, Range A; and may apply to person who have 24 months of comparable technical experience adjusting Workers' Compensation Insurance policies at a level of responsibility equivalent to that of a Workers' Compensation Insurance Technician, Range A.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 201**

Established 2/1/84

Revised 10/8/97

Range A. This range shall apply to incumbents who do not meet the criteria for appointment in Range B.

Range B. This range shall apply to incumbents who have satisfactorily completed either:

1. The equivalent of 12 months of Mineral Resources Inspector I, Range A, experience. or
2. Two years of field experience in onshore and/or offshore petroleum or geothermal drilling, production, safety, or pollution control inspection work.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 202**

Established 2/21/84

Range A. This range applies to employees who do not meet the criteria for Range B.

Range B. This range shall apply to persons who have either:

1. Satisfactorily completed one year of experience as a Business Equipment Service Technician, Range A. or
2. Three years of experience outside of State service performing office machine duties similar to a Business Equipment Service Technician, Range A.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.674.

**ALTERNATE RANGE CRITERIA 203**

Established 2/1/84

Range A. This range shall apply to any incumbent who does not meet the criteria for payment in Range B.

Range B. This range shall apply to persons who have either:

Satisfactorily completed one year of experience as an Office Machine Service Technician, Range A. or

Three years of experience outside of State service performing office machine duties similar to those of an Office Machine Service Technician, Range A.

When requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.674

**ALTERNATE RANGE CRITERIA 204**

Established 5/2/84

Range A. This Range shall apply to incumbents who do not meet the criteria for payment in Range B.

Range B. This Range shall apply to incumbents who have satisfactorily completed:

1. In State service, one year of experience performing duties involving vehicle test coordination or emission control testing or repair, at a salary level not less than that of Automotive Emission Test Specialist I, Range A.
2. In State service, one year of experience performing duties as an Air Resources Technician I at a salary level not less than an Air Resources Technician I, Range B, who have completed 15 total semester units of college level training in automotive emissions tune-up, basic electronics, and computer operations.
3. Two years of experience in servicing and repairing motor vehicles in a garage, motor vehicle agency, or service station, which included one year of experience in the operation of physical and electronic test instrumentation similar to that used in the emissions, performance, or fuel economy testing of vehicles or their components. (College or vocational trade school education in automotive engineering or automotive mechanics may be substituted for the required experience on a year-for-year basis.)

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.674.

**ALTERNATE RANGE CRITERIA 205**

Established 6/5/84

Range A. This range shall apply to incumbents who do not meet the criteria for payment at Range B.

Range B. This range shall apply to persons who have satisfactorily completed either:

1. The equivalent of one year of experience performing the duties of a Public Employment Relations Specialist, Range A. or
2. Four years of experience in employer-employee work included in the minimum qualifications of the specification in addition to the required education.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.674.

**ALTERNATE RANGE CRITERIA 206**

Established 7/11/84

Revised 9/1/88

Range A. This range shall apply to incumbents who do not meet the criteria for payment in any other range.

Range B. This range shall apply to incumbents who have satisfactorily completed the equivalent of six months of Accounting Analyst, Accountant Trainee, Accountant I (Specialist), or Accountant I (Supervisor) experience, or who have the equivalent of six months of satisfactory experience outside of State service performing duties similar to those of an Accounting Analyst.

Range C. This shall apply to incumbents who have satisfactorily completed the equivalent of 12 months of Accounting Analyst, Range B, experience and to persons who have the equivalent of 18 months of satisfactory experience outside State service performing duties similar to those of an Accounting Analyst.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.674, except that upon movement to Range C, the provisions of DPA Rule 599.676 shall apply.

**ALTERNATE RANGE CRITERIA 207**

Established 7/24/84

Range A. This range shall apply to incumbents performing in regular field assignments or who are assigned supervisory or management responsibilities in a small, critical emergency project where immediate control and eradication of plant pests are required to avoid an agricultural disaster in California and resulting in significant economic loss. Range A will be applied in a Code I and II declaration.

Range B. As an emergency project manager, incumbents are responsible for planning, organizing, controlling, and directing day-to-day operations and work activities of staff engaged in a large emergency project. Range B will be applied in a Code III declaration.

When the requirements for the particular criteria are met, the employee shall receive a rate under the provisions of DPA Rule 599.681.

**ALTERNATE RANGE CRITERIA 208**

Established 7/24/84

Range A. This range shall apply to incumbents performing in regular laboratory or field assignments. Range A will also apply in a Code I declaration.

Range B. This range shall apply to incumbents who are assigned expanded management, supervisory, or lead responsibility in a small, critical emergency project where immediate control and eradication of plant pests are required to avoid an agricultural disaster in California and resulting in significant economic loss. Range B will be applied in a Code II declaration.

Range C. This range shall apply to incumbents who are assigned expanded management, supervisory, or lead responsibilities in a large, critical emergency project where immediate control and eradication of plant pests are required to avoid an agricultural disaster in California and resulting in significant economic loss. Range C will be applied in a Code III declaration.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.681.

**ALTERNATE RANGE CRITERIA 209**

Established 7/24/84

Ranges A and B. Where applicable, Alternate Ranges A and/or B will continue to be used to recognize the trainee/intermediate level. Ranges A and B will also be applied in a Code I declaration.

Ranges C and E. These ranges shall apply to incumbents who are assigned expanded management, supervisory, or lead responsibilities in a small, critical emergency project where immediate control and eradication of plant pests are required to avoid an agricultural disaster in

California and resulting in significant economic loss. Ranges C and E will be applied in a Code II declaration.

Ranges D and F. These ranges shall apply to incumbents who are assigned expanded management, supervisory, or lead responsibilities in a large, critical emergency project where immediate control and eradication of plant pests are required to avoid an agricultural disaster in California and resulting in significant economic loss. Ranges D and F will be applied in a Code III declaration.

If during a declared emergency an employee becomes eligible to move to Range B under the conditions of appropriate Alternate Range Criteria, a 335 (Alternate Range Change) transaction shall be documented to the appropriate salary step prior to movement to Range B.

Prior to movement to another class in State service, an employee receiving compensation under Range C, D, E, or F shall first be returned to Range A or B at a salary rate which he/she would have received had he/she remained in Range A or B.

When the requirements for the particular criteria are met and upon the recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.681. Incumbents in Range A are eligible to move to Range C or D. Incumbents in Range B are eligible to move to Range E or F.

**ALTERNATE RANGE CRITERIA 210**

Established 7/24/84

Range A. This range shall apply to incumbents who do not meet the criteria for Range B.

Range B. This range applies to persons who have satisfactorily completed either:

1. One year of experience in State service performing the duties of a Plant Pathologist, Range A. or
2. Two years of graduate experience in plant pathology and the equivalent to graduation from college with major work in plant pathology or a closely related biological science, including at least 20 units in plant pathology. (Possession of a Master's Degree in Plant Pathology may be substituted for the required experience.)

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 212**

Established 3/19/85

Experience gained outside State service may be credited only if the appointing power believes the experience was satisfactory and comparable in type and quality to that of Control System Technician I.

Range A. This range shall apply to incumbents who do not meet the criteria for payment in Range B.

Range B. This range shall apply to incumbents who either have satisfactorily completed one year of State service performing the duties of a Control System Technician I, Range A; or have successfully completed the Hydroelectric Plant Electrician or Operator Apprenticeship program; or have two years of experience performing technical work in the installation, inspection, testing, calibration, trouble shooting, maintenance, and repair of control systems and associated equipment, one year of which shall have been in the field of electronic control systems and completed an approved technical curriculum in electronic technology at the community college level or equivalent. (Work experience in the field of electronic control systems may be substituted for the required education on the basis of one year of experience to one semester [15 units] of college.)

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 213**

Established 3/19/85

Experience gained outside State service may be credited only if the appointing power believes the experience was satisfactory and comparable in type and quality to that of Electrical-Mechanical Testing Technician I.

Range A. This range shall apply to incumbents who do not meet the criteria for payment at Range B.

Range B. This range shall apply to incumbents who either have satisfactorily completed one year in State service performing the duties of an Electrical-Mechanical Testing Technician I, Range A; or have successfully completed the Hydroelectric Plant Electrician, Mechanic, or Operator Apprenticeship program; or have two years of experience testing, calibrating, and maintaining electrical/electronic/mechanical equipment involving the use of instrumentation in an electrical utility facility or equivalent industrial facility and have completed an approved technical curriculum in electrical/electronic/mechanical technology at the community college level or equivalent. (Electrical/electronic/mechanical work experience in an electrical utility or equivalent industrial facility may be substituted for the required education on the basis of one year of experience equivalent to one semester [15 units] of college.)

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 214**

Established 5/7/85

Range A. This range shall apply to incumbents who do not meet the criteria for Alternate Range B.

Range B.

1. Twelve months at Range A, and completion of a training plan. or
2. One year experience preparing and editing examination questions at a level of responsibility at least equivalent to Real Estate Examination Technician, Range A. or
3. One year experience at the Department of Real Estate as a Program Technician II or at the Office Technician level.

When the requirements for the particular criteria are met and upon the recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 215**

Established 5/21/85

Range A. This range shall apply to any incumbent who does not meet the criteria for movement to Range B.

Range B. This range shall apply to persons who have either:

1. Satisfactorily completed 12 months of experience as a Food and Drug Investigator, Range A, and completed the POST-Certified Basic Special Investigator Training Program. or
2. Two years of professional food and drug experience performing the duties of a Registered Sanitarian, Food and Drug Inspector, or Food or Drug Technologist in public agencies or private industry responsible for the application of Good Manufacturing practice regulations (Code of Federal Regulations) and equivalent to graduation from college with at least 30 semester hours of courses in one or a combination of bacteriology, biology, chemistry, food technology, pharmacology, environmental health, biomedical engineering, or other biological or chemical science (up to 15 semester hours in criminal justice may be credited toward 15 of the 30 total required above). The employee must complete the POST-Certified Basic Special Investigator Training Program within six months of entering Range B.

When the requirements for the particular criteria are met and upon the recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 216**

Established 6/4/85  
Amended 4/24/90

When an employee enters State service in the class of District Representative Apprentice, Housing and Community Development (HCD), the employee shall be appointed to the first step of Range A. The employee shall be moved to the next-higher range as of the date of completion and upon submission of proof that the requirements for the particular criteria have been met.

Range A. Equivalent to completion of the 12<sup>th</sup> grade.

Ranges B through D. Evidence of successful completion of the specific months of the prescribed academic and practical work of the apprenticeship program for District Representative Apprentice, HCD, as defined in the apprenticeship agreement between HCD and the Division of Apprenticeship Standards. They are as follows:

Range B	-	9 months
Range C	-	18 months
Range D	-	27 months

**ALTERNATE RANGE CRITERIA 217**

Established 12/17/85  
Revised 04/24/12, 06/18/21, 06/01/23  
Pay Letters 12-11,12-18, 21-17, 23-15 and 23-16

Range A. This range shall apply to individuals who are active members of The State Bar of California and who do not meet the criteria for payment in Range B.

Range B. This range shall apply to individuals who are active members of The State Bar of California and who, in addition, have satisfactorily completed two years of legal experience in the practice of law at a level equivalent to an Attorney Range A or higher.

For the purposes of this alternate range, experience in the "practice of law" is defined as: (1) only that legal experience acquired after admission to any State Bar, or (2) experience as a judicial clerk for a federal court, U.S. state court, military court, or an equivalent foreign court, or (3) legal experience acquired while practicing under a provisional license to practice law issued by the State Bar of California's Provisional Licensure Program, to constitute experience in the practice of law. For an individual's judicial clerkship to qualify as experience in the "practice of law" the experience must have been gained after receipt of a Juris Doctor or equivalent degree.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of California Code of Regulations, Title 2, section 599.676.



**ALTERNATE RANGE CRITERIA 219**

Established 12/17/85

Revised 04/24/12, 06/18/21

Pay Letters 12-11, 12-18, 21-17

Abolished 06/01/23, Pay Letter 23-15 and 23-16

**ALTERNATE RANGE CRITERIA 220**

Established 1/7/86

Revised 9/1/88

Abolished 7/31/08, Pay Letters 08-23A and 08-37

**ALTERNATE RANGE CRITERIA 221**

Established 12/17/85

Revised 9/19/95

Range A. This range will apply to those individuals who do not meet the criteria for Range B or Range C.

Range B. This range shall apply to:

1. Persons who have satisfactorily completed the equivalent of six months of Tax Program Assistant experience. or
2. One year of experience in any of the following settings (this experience must be beyond that required to satisfy the minimum qualifications of the class):
  - a. Clerical experience in a financial, commercial, or governmental establishment, which may include responsibilities equivalent to leading a small group. or
  - b. Manager or owner of a small business establishment which may include fast food, small office, or shift manager. or
  - c. Telemarketing, receptionist, bank teller, public service, or bookkeeping.

(Education above the 12th grade may be substituted for the required experience in Pattern 2, on the basis of 15 semester units of college being equivalent to six months of experience.)

Range C. This range shall apply to:

1. Persons who have satisfactorily completed the equivalent of 12 months of Tax Program Assistant (Range B) experience or 18 months of Tax Program Assistant experience. or
2. Two years of experience in any of the following settings (this experience must be beyond that required to satisfy the minimum qualifications of the class):

- a. Clerical experience in a financial, commercial, or governmental establishment which may include responsibilities equivalent to leading a small group. or
- b. Manager or owner of a small business establishment, which may include fast food, small office or shift manager. or
- c. Telemarketing, receptionist, bank teller, public service, or bookkeeping.

(Education above the 12th grade may be substituted for the required experience in Pattern 2, on the basis of 15 semester units of college being equivalent to six months of experience.)

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 222**

Established 12/17/85  
Revised 04/24/12, 06/18/21  
Pay Letters 12-11, 12-18, and 21-17  
Abolished 06/01/23, Pay Letter 23-15 and 23-16

**ALTERNATE RANGE CRITERIA 223**

Established 2/25/86  
Revised 04/24/12, 06/18/21, 06/01/23  
Pay Letters 12-11, 12-18, 21-17, 23-15 and 23-16

Range A. This range shall apply to incumbents who are active members of The State Bar of California and who do not meet the criteria for payment in Range B.

Range B. This range shall apply to individuals who are active members of The State Bar of California and who, in addition, have satisfactorily completed two years of legal experience in the practice of law at a level equivalent to an Attorney, Fair Political Practices Commission, Range A or higher.

Range C. This range shall apply to persons who are assigned responsibilities by the Executive Director for the development and formulation of the policies, procedures, regulations, and administrative processes and structure of the Commission. This is in addition to preparing legal casework and litigation, drafting regulations and opinions, and providing guidance to lower level attorneys. The duration of assignment to Range C will be temporary in nature not to exceed 18 months.

For the purposes of this Alternate Range, experience in the "practice of law" is defined as: (1) only that legal experience acquired after admission to any State Bar, or (2) experience as a judicial clerk for a federal court, U.S state court, military court or an equivalent foreign court, or (3) legal experience acquired while practicing under a provisional license to practice law issued by the State Bar of California's Provisional Licensure Program, to constitute experience in the

practice of law. For an individual's judicial clerkship to qualify as experience in the "practice of law" the experience must have been gained after receipt of a Juris Doctor or equivalent degree.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of California Code of Regulations, Title 2, section 599.676.

**ALTERNATE RANGE CRITERIA 224**

Established 2/25/86

Revised 04/24/12, 06/18/21, 06/01/23

Pay Letters 12-11, 12-18, 21-17, 23-15 and 23-16

Range A. This range shall apply to incumbents who are active members of The State Bar of California and who do not meet the criteria for payment for Range B.

Range B. This range shall apply to individuals who are active members of The State Bar of California and who, in addition, have satisfactorily completed two years of legal experience in the practice of law. This experience must include litigation experience in processing cases pursuant to the California Administrative Procedure Act, at a level equivalent to an Attorney, Fair Political Practiced Commission – Enforcement, Range A or higher.

Range C. This range shall apply to persons who are assigned responsibilities by the Executive Director for the development and formulation of the policies, procedures, regulations, and administrative process or structure of the Commission. This is in addition to preparing legal casework and litigation, drafting regulations and opinions, and providing guidance to lower level attorneys. The duration of assignment to Range C will be temporary in nature not to exceed 18 months.

For the purposes of this Alternate Range, experience in the "practice of law" is defined as: (1) only that legal experience acquired after admission to any State Bar, or (2) experience as a judicial clerk for a federal court, U.S. state court, military court, or equivalent foreign court, or (3) legal experience acquired while practicing under a provisional license to practice law issued by the State Bar of California's Provisional Licensure Program, to constitute experience in the practice of law. For an individual's judicial clerkship to qualify as experience in the "practice of law" the experience must have been gained after receipt of a Juris Doctor or equivalent degree.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of California Code of Regulations, Title 2, section 599.676.

**ALTERNATE RANGE CRITERIA 225**

Established 03/25/86

Revised 05/02/06, 04/24/12, 06/18/21, 06/01/23

Pay Letters 12-11,12-18, 21-17, 23-15 and 23-16

Range A. This range shall apply to individuals who are active members of The State Bar of California and who do not meet the criteria for payment in Range B.

Range B. This range shall apply to individuals who are active members of The State Bar of California and who, in addition, have satisfactorily completed two years of legal experience in the practice of law in a governmental jurisdiction or private practice of law at a level equivalent to a Deputy Attorney General, Range A or higher. Evidence of such experience may be in the form of a work record of legal experience inside or outside State service.

Experience in the "practice of law" is defined as: (1) only that legal experience acquired after admission to any State Bar, or (2) experience as a judicial clerk for a federal court, U.S. state court, military court, or an equivalent foreign court, or (3) legal experience acquired while practicing under a provisional license to practice law issued by the State Bar of California's Provisional Licensure Program, to constitute experience in the practice of law. For an individual's judicial clerkship to qualify as experience in the "practice of law" the experience must have been gained after receipt of a Juris Doctor or equivalent degree.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of California Code of Regulations, Title 2, section 599.676.

**ALTERNATE RANGE CRITERIA 226**

Established 7/29/86

Range A. This range shall apply to incumbents who do not meet the criteria for payment in Range B.

Range B. This range shall apply to persons who have successfully completed either:

1. One year performing education duties of a class equivalent in level to an Education Programs Assistant, Range A. or
2. Possession of a valid California administration credential, or credential or life diploma of equivalent authorization. (Possession of a master's or doctorate degree may be substituted for the required credential.)

When the requirements for the criteria for a range are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 227**

Established 5/6/86

Range A. This range shall apply to incumbents who do not meet the criteria for Range B.

Range B. This range shall apply to persons who have satisfactorily completed: (1) one year of experience in California state service performing the duties of a Pesticide Review Scientist, Range A; (2) two years of professional experience in evaluating the use, effectiveness, and hazards of pesticides; or (3) possess a Master's Degree in Chemistry, Biochemistry, Toxicology, Biology, Environmental, or related agricultural science.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 228**

Established 5/6/86

Range A. This range shall apply to incumbents who do not meet the criteria for Range B.

Range B. This range shall apply to persons who have satisfactorily completed: (1) one year of experience in State service performing the duties of an Environmental Research Scientist, Range A; (2) two years of professional research experience in environmental contaminants, pest management or biological control studies; or (3) possession of a Master's Degree in Chemistry, Biological Sciences, Environmental Sciences, Biochemistry, Earth Sciences, Toxicology, Meteorology, Physics, Statistics, Computer Science, Mathematics, Entomology, Plant Pathology, or related agricultural science from an accredited college or university.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 229**

Established 7/29/86

Range A. This range shall apply to incumbents who do not meet the criteria for payment in Range B.

Range B. This range shall apply to incumbents who have satisfactorily completed either:

1. One year of experience in California state service performing the duties of a Senior Stenographer, Legal, Range A, and possession of a State of California certificate in Legal Shorthand for 110 WPM. or

2. Two years of experience in stenographic and clerical work, at least one year of which shall have been in work of a legal nature requiring the taking of dictation on legal matters and the preparation of a wide variety of legal correspondence, petitions, briefs, motions, depositions, and various legal notices and forms. [(a) academic education above the 12<sup>th</sup> grade may be substituted for the year of required general experience on the basis of either: (1) one year of general education being equivalent to three months of general experience; or (2) one year of education of a business or commercial nature being equivalent to six months of general experience; or (b) completion of a certificated legal secretarial program (minimum of 30 semester units) in an accredited college; or completion of a certificated Legal Secretary Program (minimum of 36 weeks and 900 hours) in a business school accredited by the Accrediting Commission of the Association of Independent Colleges and Schools may be substituted for one year of the required legal work experience]; and possession of a State of California certificate of proficiency in Legal Shorthand for 110 WPM.]

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a new rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 230**

Established 7/29/86

Revised 6/1/99

Range A. This range shall apply to incumbents who do not meet the criteria for payment in Range B.

Range B. This range shall apply to incumbents who have satisfactorily completed either:

1. One year of experience in California state service performing the duties of a Senior Typist, Legal, Range A. or
2. Two years of experience in typing and clerical work, at least one year of which shall have been in work of a legal nature requiring the preparation of a wide variety of legal correspondence, petitions, briefs, motions, depositions, and various legal notices and forms. [(a) academic education above the 12<sup>th</sup> grade may be substituted for the year of required general experience on the basis of either: (1) one year of general education being equivalent to three months of general experience; or (2) one year of education of a business or commercial nature being equivalent to six months of general experience; or (b) completion of a certified Legal Secretarial Program (minimum of 30 semester units) in an accredited college; or completion of a certificated Legal Secretary Program (minimum of 36 weeks and 900 hours) in a business school accredited by the Accrediting Commission of the Association of Independent Colleges and Schools may be substituted for one year of the required legal work experience.]

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a new rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 231**

Established 7/11/89

Range A. This range shall apply to incumbents who do not meet criteria for payment at a higher range.

Range B. This range shall apply to those incumbents who have satisfactorily completed the equivalent of 12 months of professional nursing experience in either:

1. The California state service performing duties of a Registered Nurse, Range A, or Registered Nurse (Forensic Facility), Range A. Experience as a Pre-Registered Nurse may be substituted for up to six months of the required Range A experience on a month-for-month basis. or
2. A facility for inpatient or outpatient care.
  - a. A Master's Degree in Nursing may be substituted for the entire experience or a Baccalaureate Degree in Nursing may be substituted for six months of the required experience.
  - b. Experience performing the duties of a Medical Technical Assistant, Psychiatric Technician or a Licensed Vocational Nurse working with inmate patients, developmentally disabled, mentally disabled, or Veterans' Home and Medical Center members may be substituted for up to six months of the required experience on the basis that two months of Medical Technical Assistant/Psychiatric Technician/Licensed Vocational Nurse experience equals one month of the required experience.
  - c. Experience performing the duties of a Senior Psychiatric Technician may be substituted for the required experience on a month-for-month basis.

Range C. This range shall apply to incumbents who meet criteria for payment at Range A under Alternate Range Criteria 231 and who are in positions that meet the criteria for payment at Range B of Alternate Range 40.

Range D. This range shall apply to incumbents who meet criteria for payment at Range B under Alternate Range Criteria 231 and who are in positions that meet the criteria for payment at Range B of Alternate Range 40. Prior to movement to another class in State service, an employee receiving compensation under Range C or D shall first be returned to the range under Alternate Range Criteria 231 for which he/she meets the criteria without application of the provisions of Alternate Range 40

When the requirements for a particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.674 except that upon movement to Ranges C and D, the provisions of DPA Rule 599.681 shall apply.

**ALTERNATE RANGE CRITERIA 232**

Established 11/5/86

Revised 04/24/12, 06/18/21

Pay Letters 12-11,12-18, and 21-17

When an employee enters State service in the class of Deputy State Public Defender, he/she shall be eligible for appointment to the appropriate range in terms of the following criteria:

Experience gained outside State service may be credited only if the appointing power believes the experience was satisfactory and comparable in type and quality to that of a Deputy State Public Defender.

Range A. This range shall apply to individuals who have two years of experience in the practice of law which shall have included experience in any combination of:

Practice before trial or appellate courts. or  
Research and writing opinions for appellate courts.

Range B. This range shall apply to individuals who have four years in the practice of law which shall have included the equivalent of at least three years of experience in the area of criminal law in any combination of:

Practice before trial or appellate courts. or  
Research and writing opinions for appellate courts.

Range C. This range shall apply to individuals who have six years of in the practice of law which shall have included the equivalent of at least four years of experience in the area of criminal law in any combination of:

Practice before trial or appellate courts. or  
Research and writing opinions for appellate courts.

For the purposes of this Alternate Range, experience in the “practice of law” or “performing legal duties” is defined as: (1) only that legal experience acquired after admission to any State Bar, or (2) experience as a judicial clerk for a federal court, California’s state courts, or any other state’s courts, or (3) legal experience acquired while practicing under a provisional license to practice law issued by the State Bar of California’s Provisional Licensure Program, to constitute experience in the practice of law. For an individual’s judicial clerkship to qualify as experience in the “practice of law” or “performing legal duties”, the experience must have been gained after receipt of a Juris Doctor or equivalent degree.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of California Code of Regulations, Title 2, section 599.676.

### **ALTERNATE RANGE CRITERIA 233 - PENDING**



**ALTERNATE RANGE CRITERIA 234**

Established 11/5/86

Range A. This range will apply to incumbents who do not meet the criteria for payment in Range B or Range C.

Range B. Possession of a master's or two years of graduate work towards a Doctorate Degree in Urban, Regional or Environmental Planning, Economics, Natural Resource Management, Ecology, Geography, Earth or Natural Science, Engineering, Architecture, Law, or a related field or possession of another advanced degree with significant graduate course work in these fields. Relevant, environmentally-related work experience may be substituted for the graduate work on a year-for-year basis.

Range C. Range B and 12 months of related environmental work experience.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.674.

**ALTERNATE RANGE CRITERIA 235**

Established 4/7/87

Revised 7/1/98

Range A. This range shall apply to incumbents who do not meet the criteria for payment in Range B.

Range B. This range shall apply to incumbents who have satisfactorily completed the equivalent of 12 months of experience in Range A of the same class.

Range C. This range shall apply to incumbents who have satisfactorily completed the equivalent of 12 months of experience in Range B of the same class.

An employee who accepts an appointment to a position in the class of Correctional Case Records Analyst shall be allocated to the appropriate range in terms of the above criteria.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.674, except that upon movement to Range C, the provisions of DPA Rule 599.676 shall apply.

**ALTERNATE RANGE CRITERIA 236**

Established 11/5/86

When an employee first enters State service in the class of Assistant Land Surveyor, he/she shall be appointed to the appropriate range in terms of the following criteria.

Range A. This range shall apply to incumbents who do not meet the criteria for Range B.

Range B. This range applies to persons who have satisfactorily completed one year of experience performing duties comparable to those of Assistant Land Surveyor, Range A, or have a Master's Degree in Land Surveying from a curriculum accredited by the Accreditation Board for Engineering and Technology or possession of a valid certificate of licensure as a land surveyor issued by the California State Board of Registration for Professional Engineers and Land Surveyors may be substituted for the required experience.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 237**

Established 2/3/87

Revised 3/28/89, 10/1/98

Range A. This range shall apply to incumbents who do not meet the criteria for payment in a higher range.

Range B. This range shall apply to those incumbents who have satisfactorily completed the equivalent of 12 months of experience in Range A of the same class.

Range C. This range shall apply to those incumbents who have satisfactorily completed the equivalent of 12 months of experience in Range B of the same class.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 238**

Established 2/3/87

Revised 5/5/87

Range A. This range shall apply to incumbents who do not meet the criteria for payment in a higher range.

Range B. This range shall apply to incumbents who have satisfactorily completed the equivalent of 12 months of experience in Range A of the same or equivalent class.

Range C. This range shall apply to incumbents who meet the requirements for Range A and who meet all of the following conditions:

1. Has successfully completed a course of study in electronic data processing fundamentals and principles.
2. Has completed a course of study in the use of a generalized audit retrieval software package as prescribed by the department and has demonstrated proficiency in its use.

3. Has been assigned to an examination where the majority of the duties involve the evaluation of controls in electronic data processing systems of various companies, and has demonstrated proficiency in this area for a period of six months. and
4. Has been certified by a board whose members shall include the Examiner's Supervising Examiner, the Supervising Examiner, Electronic Data Processing, and the Personnel Officer, as qualified for this range.

Range D. This range shall apply to incumbents who meet the requirements for Range B and who meet all of the following conditions:

1. Has successfully completed a course of study in electronic data processing fundamentals and principles.
2. Has completed a course of study in the use of a generalized audit retrieval software package as prescribed by the department and has demonstrated proficiency in its use.
3. Has been assigned to an examination where the majority of the duties involve the evaluation of controls in electronic data processing systems of various companies, and has demonstrated proficiency in this area for a period of six months. and
4. Has been certified by a board whose members shall include the Examiner's Supervising Examiner, the Supervising Examiner, Electronic Data Processing, and the Personnel Officer, as qualified for this range.

Eligibility for transfer to another class in State service shall be based on the alternate range which is appropriate without the application of Range C or D.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676, except upon movement to Range C or D, the provisions of DPA Rule 599.681 shall apply.

### **ALTERNATE RANGE CRITERIA 239**

Established 3/17/87

Employees in this class may, on the recommendation of the appointing power and subject to the provisions of the Department of Personnel Administration regulations, be paid at a rate of the appropriate range in terms of the following criteria:

Range A. This range shall apply to incumbents who do not meet the criteria for Range B, C, or D.

Range B. This range shall apply to persons who have either: (1) six months' experience performing the duties of an Insurance Policy Officer, Range A; or (2) six months' insurance industry experience beyond that required in the minimum qualifications for the class.

Range C. This range shall apply to persons who have either: (1) one year of experience performing the duties of an Insurance Policy Officer, Range B; or (2) three years of insurance industry experience beyond that required in the minimum qualification for the class.

Range D. This range shall apply when the employee meets the conditions for Alternate Range C and the location of employment is outside the State of California.

Prior to the movement to another class in State service, a position allocated to Alternate Range D, based on the criteria that the position is headquartered outside of the State of California, shall first be reallocated to a Range C.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676, except that upon movement to Range D, the provisions of DPA Rule 599.681 shall apply.

**ALTERNATE RANGE CRITERIA 240**

Established 7/21/87

Revised 9/5/89

When an employee first enters State service in the class of Manager Trainee, Department of Motor Vehicles, he/she shall be appointed to the appropriate range in terms of the following criteria.

Range A. This range shall apply to incumbents who do not meet the criteria for Range B.

Range B. This range shall apply to persons who have satisfactorily completed six months of experience in the California state service performing the duties of Manager Trainee, Department of Motor Vehicles, Range A.

Range C. This range shall apply to persons who have satisfactorily completed 12 months of experience as a Manager Trainee, Range B, and 18 months of training in the Department of Motor Vehicles Trainee Program.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.674, except that upon movement to Range C, the provisions of DPA Rule 599.676 shall apply.

**ALTERNATE RANGE CRITERIA 241**

Established 10/1/86

Revised 2/1/94, 12/4/02

Range A. This range shall apply to incumbents who do not meet the criteria for payment in Range C.

Range C. This range shall apply to incumbents in the class of Correctional Supervising Cook (Correctional Facility) located in the Youth Conservation Camps.

Range A of the Correctional Supervising Cook (Correctional Facility) classification should be used for comparison purposes when determining the salary relationship between classifications.

Upon promotion to a higher classification, a permanent or probationary employee shall be appointed to the step in the salary range that provides at least a one-step increase above the rate last received as a Correctional Supervising Cook (Correctional Facility), Range C.

When the requirements for the particular criteria are met, the employee shall receive a rate under the provisions of DPA Rule 599.681.

**ALTERNATE RANGE CRITERIA 242**

Established 5/19/87

Range A. This range shall apply to those individuals who do not meet the criteria for payment at Range B.

Range B. This range shall apply to incumbents who have satisfactorily completed one year of service in Range A, or who have one year experience in an actuary class with responsibility equivalent to Actuary State Compensation Insurance Fund, Range A.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 243**

Established 7/21/87

Revised 9/5/13 Pay Letters 13-16 and 14-04

When an employee first enters State service in the class of Motor Vehicle Representative, he/she shall be appointed to the appropriate range in terms of the following criteria.

Range A. This range shall apply to incumbents who do not meet the criteria for Range B or Range C.

Range B. This range shall apply to persons who have satisfactorily completed 12 months of experience in the California state service performing duties equivalent to Motor Vehicle Representative, Range A, or who have two years of private employment experience performing duties similar to the Motor Vehicle Representative, Range A.

Range C. This range shall apply to persons who have satisfactorily completed 12 months of experience in the California state service performing duties equivalent to Motor Vehicle Representative, Range B.

When the requirements for a particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.674.

**ALTERNATE RANGE CRITERIA 244**

Established 7/21/87

When an employee first enters State service in the class of Motor Vehicle Assistant, he/she shall be appointed to the appropriate range in terms of the following criteria.

Range A. This range shall apply to incumbents who do not meet the criteria for Range B.

Range B. This range shall apply to persons who have satisfactorily completed 12 months of experience in the California state service performing duties at a level of responsibility equivalent to Motor Vehicle Assistant, Range A, or who have two years of private experience performing duties similar to the Motor Vehicle Assistant, Range A.

When the requirements for a particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.674.

**ALTERNATE RANGE CRITERIA 245**

Established 7/21/87

Abolished 9/5/13 Pay Letters 13-16 and 14-04

**ALTERNATE RANGE CRITERIA 246**

Established 7/21/87

Range A. This range shall apply to incumbents who do not meet the criteria for payment in Range B.

Range B. This range shall apply to persons who have satisfactorily completed a minimum of 12 months as Deputy State Fire Marshal, Range A.

When the requirements for a particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 247**

Established 7/21/87

Range A. This range shall apply to incumbents who do not meet the criteria for payment in Range B.

Range B. This range shall apply to persons who have satisfactorily completed a minimum of 12 months as Fire Services Training Specialist, Range A.

When the requirements for a particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 248**

Established 7/21/87

Range A. This range shall apply to incumbents who do not meet the criteria for payment in Range B.

Range B. This range shall apply to persons who have satisfactorily completed a minimum of 12 months as an Arson and Bomb Investigator Assistant, Range A.

When the requirements for a particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 249**

Established 9/1/87

Range A. This range shall apply to incumbents who do not meet the criteria for payment in Range B.

Range B. This range shall apply to persons who have successfully completed either:

1. One year performing professional education duties of a class equivalent in level to an Assistant Consultant in Teacher Preparation, Range A. or
2. Possession of a valid California administration or supervision credential, or credential or life diploma of equivalent authorization. or
3. Possession of a master's or doctorate degree.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 250**

Established 9/1/87

Revised 4/24/12, 06/18/21

Pay Letters 12-11,12-18, and 21-17

Abolished 06/01/23, Pay Letter 23-15 and 23-16

**ALTERNATE RANGE CRITERIA 251**

Established 10/6/87

Range A. This range shall apply to incumbents who do not meet the criteria for payment to Range B.

Range B. This range shall apply to persons who have successfully completed either:

1. One year performing educational duties of a class equivalent in level to a Bilingual/Migrant Educations Assistant, Range A. or
2. Possession of a valid California administration credential, or credential or life diploma of equivalent authorization. (Possession of a master's or doctorate degree may be substituted for the required credential.)

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.



**ALTERNATE RANGE CRITERIA 252**

Established 7/12/88

Range A. This range shall apply to incumbents who do not meet the criteria for payment in Range B or Range C.

Range B. This range shall apply to persons who have satisfactorily completed one year of experience equivalent to that of a Corporations Investigator, Range A, or have two years of experience as an investigator or detective in a governmental or private agency involved in full-time civil or criminal investigative work.

Range C. This range shall apply to persons who have satisfactorily completed one year of experience equivalent to that of a Corporations Investigator, Range B, or have three years of experience as an investigator or detective in a governmental or private agency involved in full-time civil or criminal investigative work.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 253**

Established 1/1/88

When an employee enters State service in the class of Stationary Engineer Apprentice (Four-Year Program, Correctional Facilities) as part of the approved apprenticeship program, the employee shall be appointed to Range A. All appointments to this class shall be made at the first step of Range A unless otherwise approved by the "apprenticeship committee." The employee shall be moved to the next higher range as of the date of satisfactory completion and upon submission of proof that the requirement for the particular criteria has been met.

Range A. This range shall apply to incumbents who do not meet the criteria for payment under the other Ranges.

Ranges B through G. Evidence of successful completion of the specific months of the prescribed academic and practical work as defined in the apprenticeship program standards for Stationary Engineer Apprentice (Four-Year Program). The months of practical work required are as follows:

Range B	-	12 months
Range C	-	18 months
Range D	-	24 months
Range E	-	30 months
Range F	-	36 months
Range G	-	42 months

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 254**

Established 3/8/88

When an employee enters State service in the class of Corporations Counsel, he/she shall be eligible for appointment to the appropriate range in terms of the following criteria:

Experience gained outside State service may be credited only if the appointing power believes the experience was satisfactory and comparable in type and quality to that of Corporations Counsel.

Experience in the practice of law is defined as only that legal experience acquired after admission to The California State Bar.

Range A. This range shall apply to individuals who are active members of The California State Bar and who do not meet the criteria for payment in Range B, C, or D.

Range B. This range shall apply to individuals who are active members of The California State Bar and who, in addition, have satisfactorily completed one year of legal experience in a class with a level of responsibility equivalent to Corporations Counsel, Range A, or who have evidence of satisfactory completion of one year of experience in the practice of law outside of State service performing duties equivalent to Corporations Counsel.

Range C. This range shall apply to individuals who are active members of The California State Bar and who, in addition, have satisfactorily completed one year of legal experience in a class with a level of responsibility equivalent to Corporations Counsel, Range B, or who have evidence of satisfactory completion of three years of responsible experience in the practice of law outside of State service performing duties equivalent to Corporations Counsel.

Range D. This range shall apply to individuals who are active members of The California State Bar and who, in addition, have satisfactorily completed two years of experience in a class with a level of responsibility equivalent to Corporations Counsel, Range C, or who have evidence of satisfactory completion of five years of responsible experience in the practice of law outside of State service performing duties equivalent to Corporations Counsel.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 255**

Established 11/17/87

Revised 4/24/12, Pay Letters 12-11 and 12-18

When an employee enters State service in the class of Board Counsel I, Agricultural Labor Relations Board (ALRB), he/she shall be eligible for appointment to the appropriate range in terms of the following criteria:

Experience gained outside State service may be credited only if the appointing power believes the experience is satisfactory and comparable in type and quality to that of Board Counsel I, ALRB.

Range A. This range shall apply to individuals who are active members of The California State Bar and who do not meet the criteria for payment in Range B.

Range B. This range shall apply to individuals who are active members of The California State Bar and who have evidence of satisfactory completion of one year of experience in the practice of labor law.

For the purposes of this Alternate Range, experience in the “practice of labor law” or “performing labor law duties” is defined as: (1) only that legal experience acquired after admission to any State Bar, or (2) experience as a judicial clerk for a federal court, California’s state courts, or any other state’s courts, to constitute experience in the practice of law. For an individual’s judicial clerkship to qualify as experience in the “practice of law” or “performing legal duties”, the experience must have been gained after receipt of a Juris Doctor or equivalent degree.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 256**

Established 11/17/87

Revised 04/24/12, Pay Letters 12-11 and 12-18

When an employee enters State service in the class of Board Counsel II, Agricultural Labor Relations Board (ALRB), he/she shall be eligible for appointment to the appropriate range in terms of the following criteria:

Experience gained outside State service may be credited only if the appointing power believes the experience is satisfactory and comparable in type and quality to that of Board Counsel II, ALRB.

Range A. This range shall apply to individuals who are active members of The California State Bar and who do not meet the criteria for payment in Range B.

Range B. This range shall apply to individuals who are active members of The California State Bar and who have evidence of satisfactory completion of four years of responsible experience in the practice of labor law.

For the purposes of this Alternate Range, experience in the “practice of labor law” or “performing labor law duties” is defined as: (1) only that legal experience acquired after admission to any State Bar, or (2) experience as a judicial clerk for a federal court, California’s state courts, or any other state’s courts, to constitute experience in the practice of law. For an individual’s judicial clerkship to qualify as experience in the “practice of law” or “performing legal duties”, the experience must have been gained after receipt of a Juris Doctor or equivalent degree.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 257 - PENDING****ALTERNATE RANGE CRITERIA 258**

Established 1/27/88

Revised 7/24/90

Abolished 1/31/07 - Pay Letter 07-10

**ALTERNATE RANGE CRITERIA 259**

Established 2/9/88

Range A. This range shall apply to incumbents who do not meet the criteria for payment at Range B.

Range B. This range shall apply to incumbents who have satisfactorily completed either:

1. One year of experience as a Crime Prevention Specialist, Range A. or
2. Equivalent to graduation from college and either: (a) four years of experience as a peace officer performing duties related to crime prevention programs or community relations, at least one year of which must have been working in an assignment directly affiliated with the Department of Justice's Crime Prevention Program at a level of responsibility equivalent to Crime Prevention Specialist, Range A; or (b) four years of experience at the journey level of responsibility performing research, evaluation, program staff work in the research and development of crime prevention programs, at least one year of which must have been working in an assignment directly affiliated with the Department of Justice's Crime Prevention Program at a level of responsibility equivalent to crime Prevention Specialist, Range A.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 260**

Established 3/23/88

When an employee first enters State service in the class of Assistant Development Specialist, California Trade and Commerce Agency, he/she shall be eligible for appointment to a range in terms of the following criteria:

Experience gained outside State service may be credited only if the appointing power believes the experience is satisfactory and comparable in type and quality to that of an Assistant Development Specialist, California Trade and Commerce Agency and counting it is necessary for recruitment.

Range A. This range shall apply to those individuals who do not meet the criteria for Range B.

Range B. This range shall apply to persons who have satisfactorily completed 12 months of experience as an Assistant Development Specialist, California Trade and Commerce Agency, (Range A); and may apply to persons who have the equivalent of 18 months of professional experience outside of State service performing a combination of analytical, advocacy, research, or consultative economic and business development duties.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 261**

Established 3/23/88

When an employee first enters State service in the class of Assistant Tourism Specialist, he/she shall be eligible for appointment to a range in terms of the following criteria:

Experience gained outside State service may be credited only if the appointing power believes the experience is satisfactory and comparable in type and quality to that of an Assistant Tourism Specialist and counting it is necessary for recruitment.

Range A. This range shall apply to those individuals who do not meet the criteria for payment at Range B.

Range B. This range shall apply to persons who have satisfactorily completed 12 months of experience as an Assistant Tourism Specialist (Range A); and may apply to persons who have the equivalent of 18 months of professional experience outside of State service performing a combination of analytical, advocacy, research, or consultative tourism development duties.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 262**

Established 6/28/88

Range A. This range shall apply to incumbents who do not meet the criteria for payment in Range B.

Range B. This range shall apply to persons who have satisfactorily completed one of the following: (1) one year of experience in the California state service performing duties equivalent to those of Drafting Services Aid, Range A; or (2) who have graduated from a curriculum in drafting equivalent to that given in California junior colleges; or (3) who have completed at least two years of a curriculum in architecture or engineering beyond the 12<sup>th</sup> grade which includes at least two semesters or a full year of drafting classes; or (4) who have one year of architectural or engineering office drafting experience and education equivalent to completion of a course in drafting.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 263**

Established 6/28/88

Range A. This range shall apply to incumbents who do not meet the criteria for payment at Range B.

Range B. This range shall apply to persons who have satisfactorily completed one of the following: (1) two years of experience in the California state service performing the duties of a Landscape Technician, Range A; or (2) five years of increasingly responsible landscape architecture experience in a landscape architectural office. (Full-time study [30 semester units or the equivalent number of quarter units] in Agricultural Engineering, Architectural Engineering, Architecture, Irrigation Management, Landscape Architecture, Landscape Management, Ornamental Horticulture, or another closely related field from an accredited college or university or a college or university approved by the California Superintendent of Public Instruction under the provisions of California Education Code Section 94310 may be substituted for the required experience on a year-for-year basis up to a maximum of two years of experience); or (3) two years of increasingly responsible landscape architectural experience in a landscape architectural office and a certificate of completion of a Landscape Architecture Program from the University of California, Irvine Extension, or Los Angeles Extension or a Bachelor's Degree in Agricultural Engineering, Architectural Engineering, Architecture, Irrigation Management, Landscape Architecture, Landscape Management, Ornamental Horticulture or another closely related field.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 265**

Established 12/6/88

When an employee first enters State service in the class of Inspector, Department of Motor Vehicles, he/she shall be appointed to the appropriate range in terms of the following criteria.

Range A. This range shall apply to incumbents who do not meet the criteria for Range B.

Range B. This range shall apply to persons who have satisfactorily completed 12 months of experience in the California state service performing duties equivalent to Inspector, Department of Motor Vehicles, Range A.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 266 - PENDING****ALTERNATE RANGE CRITERIA 267**

Established 10/4/88

Range A. This range shall apply to incumbents who do not meet the criteria for Range B or Range C.

Range B. This range shall apply to persons who have satisfactorily completed the equivalent of six months of School Facilities Program Analyst I, Range A, experience or who have completed one year of graduate work related to the educational requirement of the class series. (Graduate work cannot be combined with other alternate salary range criteria.) This range may also apply to persons who have had one year of equivalent experience outside State service beyond that needed for the entrance requirements.

Range C. This range shall apply to persons who have satisfactorily completed the equivalent of 12 months of School Facilities Program Analyst I, Range B, experience. This range may also apply to persons who have had two years of equivalent experience outside State service beyond that needed for the entrance requirements.

When the requirements for the criteria for a range are met and the appointing power so recommends, the employee shall receive a rate under the provisions of DPA Rule 599.674 except that upon movement to Range C, the provisions of DPA Rule 599.676 will apply.

#### **ALTERNATE RANGE CRITERIA 268 - PENDING**

#### **ALTERNATE RANGE CRITERIA 269**

Established 11/1/88

Revised 7/31/08, Pay Letters 08-29 and 08-37

Range A. This range shall apply to individuals who do not meet the criteria for payment in Range B.

Range B. This range shall apply to individuals who have graduated from a recognized four-year accredited college or university or satisfactorily completed 12 months as a Right of Way Agent, Range A, or have three years of experience performing duties in a governmental or public utility setting similar to those of a Right of Way Agent. (Experience in real estate sales or transfers will not be considered equivalent to the right of way work referred to in this requirement.)

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.674, except that upon movement to Range B, the provisions of DPA Rule 599.676 shall apply.

#### **ALTERNATE RANGE CRITERIA 270**

Established 11/22/88

Revised 10/9/91

Range A. This range will apply to those individuals who do not meet the criteria for Range B.

Range B. This range shall apply to persons who have satisfactorily completed either six months of experience in the California state service performing the duties of a Marketing Analyst I, California State Lottery, Range A; or has possession of a Master's Degree in Business Administration, preferably with a specialization in marketing; or one year of experience performing professional or technical duties in consumer marketing research, consumer marketing program development, or closely related areas.

When the requirements for a particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 271**

Established 1/1/89

When an employee enters State service in the class of Tax Auditor, Board of Equalization, he/she shall be eligible for appointment to the appropriate range in terms of the following criteria:

Experience gained outside California state service may be credited only if the appointing power believes the experience was satisfactory and comparable in type and quality to that of Tax Auditor, Board of Equalization.

Range A. This range shall apply to individuals who do not meet the criteria for payment in Range B.

Range B. This range shall apply to individuals who have successfully completed either:

1. The equivalent of 12 months of Tax Auditor, Board of Equalization (Range A) experience. or
2. The equivalent to graduation from college, with a specialization in accounting; or (2) completion of a prescribed professional accounting curriculum, given by a residence or correspondence school of accountancy, including courses in elementary and advanced accounting, auditing, cost accounting, and business law; or (3) completion of the equivalent of 19 semester units of course work, 16 units of which shall be professional accounting courses given by a collegiate-grade residence institution including courses in elementary and advanced accounting, auditing and cost accounting, and three semester units of business law; and, have evidence of satisfactory completion of two years of auditing experience, outside California state service performing duties equivalent to Tax Auditor, Board of Equalization.

When the requirements for a particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 272**

Established 12/20/88



This criteria will be used to allocate incumbents to Alternate Range A or Range B.

Range A. This range shall apply to incumbents who do not meet the criteria for payment in Range B.

Range B. This range shall apply to persons who have satisfactorily completed: (1) year in California state service performing the duties of a Fish and Wildlife Interpreter I, Range A; or (2) two years of specialized work experience in connection with at least one year of which must have been performing work in wildlife management program or research activity. (Possession of a Master's Degree in Interpretation of Natural Resources or a closely related field may be substituted for the required experience.)

When the requirements for a particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

### **ALTERNATE RANGE CRITERIA 273**

Established 1/11/89

Revised 4/1/11, Pay Letters 11-07 and 11-10

When an employee enters State service in the class of Business Taxes Representative, he/she shall be eligible for appointment to the appropriate range in terms of the following criteria:

Experience gained outside the California state service may be credited only if the appointing power believes the experience was satisfactory and comparable in type and quality to that of a Business Taxes Representative.

Range A. This range shall apply to individuals who do not meet the criteria for payment in Range B or C.

Range B. This range shall apply to individuals who have successfully completed either:

- (1) Six (6) months in the California state service in the class of Business Taxes Representative, Range A; or
- (2) At least four college-level courses, given by an approved collegiate-grade residence institution, which includes the equivalent to completion of: (a) two courses in elementary and/or intermediate accounting; (b) one course in either business or commercial law; and (c) one course in either economics, business mathematics, or English; and, one year of experience performing tax compliance duties in another governmental entity.

Range C. This range shall apply to individuals who have either:

- (1) Successfully completed one year of experience in the California state service in a class with a level of responsibility equivalent to a Business Taxes Representative, Range B; or
- (2) Graduated from a recognized four-year accredited college or university that includes completion of (a) two courses in elementary and/or intermediate accounting; (b) one course in either business or commercial law; and (c) one course in either economics, business mathematics, or English; or

- (3) Successfully completed at least four college-level courses, given by an approved collegiate-grade residence institution, which includes the equivalent to completion of: (a) two courses in elementary and/or intermediate accounting; (b) one course in either business or commercial law; (c) one course in either economics, business mathematics, or English; and (d) three years of experience performing tax law compliance and tax collection duties.

When the requirements for a particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.674, except that upon movement to Range C, the provisions of DPA Rule 599.676 shall apply.

**ALTERNATE RANGE CRITERIA 274**

Established 6/12/89

Range A. This range shall apply to incumbents who do not meet the criteria for payment in Range B or Range C.

Range B. This range shall apply to persons who have satisfactorily completed either:

1. Six months of experience performing the duties of a Business Service Assistant (Specialist), Range A, and six semester or nine quarter units of college courses in English, public or business administration, accounting, statistics, or a subject area closely related to work of a Business Service Assistant (Specialist) as determined by the appointing power. or
2. One year of experience performing duties at a level of responsibility equivalent to Office Technician. or
3. Equivalent to graduation from college, preferably with major work in a field related to business or public administration.

Range C. This range shall apply to persons who have satisfactorily completed the equivalent of one year of experience performing the duties equivalent to Business Service Assistant (Specialist), Range B.

When the requirements for a particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676 except that upon movement to Range C the provisions of DPA Rule 599.674 shall apply.

**ALTERNATE RANGE CRITERIA 275**

Established 12/20/88

Range A. This range shall apply to those incumbents who do not meet the criteria for payment at Range B.

Range B. This range shall apply to those incumbents who have completed a minimum of 12 months of experience as a Mailing Machines Operator, Range A, or have completed three

years of experience operating a variety of mailing machines in the processing of outgoing United States mail.

When the requirements for a particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 276**

Established 6/27/89

Revised 1/31/02

Experience gained outside of State service may be counted only if the appointing power believes the experience was satisfactory and comparable to that of an Investigator I, Alcoholic Beverage Control, Range A.

Range A. This range shall apply to individuals who do not meet the criteria for payment at Range B.

Range B. This range shall apply to persons who have possession of the Peace Officer's Standards and Training basic certificate, and have satisfactorily completed either: (1) the equivalent of 12 months of Investigator I, Alcoholic Beverage Control, Range A; or (2) two years of experience beyond the experience required to satisfy the minimum qualifications for the class as a peace officer in an investigative assignment performing civil, criminal, or narcotics law enforcement work and the equivalent to completion of two years of college with a major in police science, criminal justice, law enforcement, criminology, administration of justice, public administration, or auditing. Experience as a peace officer must fall within the definitions in Section 830.1, 830.2, or 830.3 of the California Penal Code. (Experience in State service applied toward this requirement must include at least one year performing the duties of a class with a level of responsibility not less than that of Investigator I, Alcoholic Beverage Control, Range A.)

When the requirements for a particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 277**

Established 1/11/89

Revised 3/23/99

Range A. This range shall apply to those incumbents who do not meet the criteria for payment at Ranges B and C.

Range B. This range shall apply to incumbents who have satisfactorily completed: (1) a minimum of six months of experience as a Criminalist, Range A; or (2) six months of Laboratory Technician (Criminalistics) experience and equivalent to graduation from college with a major in one of the physical or biological sciences, including the equivalent of eight semester hours of general chemistry and three semester hours of quantitative analysis; or (3) one year of professional experience in a physical or biological sciences laboratory setting performing the duties of a chemist, biochemist, or a related position (this experience must have included independent responsibility for making quantitative and qualitative analysis), and equivalent to graduation from college with a major in one of the physical or biological sciences, including the equivalent of eight semester hours of general chemistry and three semester hours of quantitative analysis; or (4) one year of professional experience in a physical or biological sciences laboratory setting performing independent research related to Forensic Sciences and equivalent to graduation from college with a major in one of the physical or biological sciences, including the equivalent of eight semester hours of general chemistry and three semester hours of quantitative analysis.

Range C. This range shall apply to those incumbents who have satisfactorily completed: (1) two years of Criminalist, Range B, experience; or (2) three years of professional experience beyond the trainee level in a physical or biological sciences laboratory setting performing the duties of a chemist, biochemist, or a related position (experience must have included at least one year as a Criminalist having independent responsibility for making quantitative and qualitative analyses), and equivalent to graduation from college with a major in one of the physical or biological sciences, including the equivalent of eight semester hours of general chemistry and three semester hours of quantitative analysis. (One year of postgraduate education in one of the physical sciences may be substituted for one year of the required general experience in number 2.); or (3) three years of professional experience beyond the trainee level in a physical or biological sciences laboratory setting performing independent research related to Forensic Sciences and equivalent to graduation from college with a major in one of the physical or biological sciences, including the equivalent of eight semester hours of general chemistry and three semester hours of quantitative analysis. (One year of postgraduate education in one of the physical or biological sciences may be substituted for one year of the required experience.)

When the requirements for a particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 278**

Established 6/12/89

Revised 11/6/90, 5/2/01

Abolished 1/31/18, Pay Letters 18-04 and 18-05

**ALTERNATE RANGE CRITERIA 279**

Established 3/28/89

Range A. This range will apply to individuals who do not meet the criteria for Range B.

Range B. This range will apply to individuals who have either:

1. Satisfactorily completed six months of experience as a Tax Technician, Franchise Tax Board (FTB), Range A, and at least two courses in basic accounting or at least one course each in basic accounting and business or commercial law. or
2. One year of experience performing duties at a level of responsibility equivalent to Tax Program Technician I, FTB. or
3. The equivalent to graduation from college, which must include at least two courses in basic accounting or at least one course each in basic accounting and business or commercial law.

When the requirements for a particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 280**

Established 6/12/89

Revised 5/2/01

Experience gained outside State service may be credited only if the appointing power believes the experience was satisfactory and comparable in type and quality to that of an Information Systems Technician.

Range A. This range shall apply to those individuals who do not meet the criteria for Range B or Range C.

Range B. This range:

1. Shall apply to persons who have satisfactorily completed six months of experience performing duties comparable to an Information Systems Technician, Range A, in the California state service. This experience must be beyond that which is required to satisfy the minimum qualifications for an Information Systems Technician. or
2. May apply to persons who have 12 months of experience outside of State service performing duties comparable to an Information Systems Technician. and

Twelve semester or eighteen quarter units of college level training in information technology-related coursework. (Six months of additional qualifying experience may be substituted for the required education.) or

Equivalent academic training provided by a vocational institution accredited by the Accrediting Commission of Career Schools and Colleges of Technology, or the Accrediting Council for Independent Colleges and Schools.

Range C. This range:

1. Shall apply to persons who have satisfactorily completed one year of experience in the California state service performing duties comparable to an Information Systems Technician (Range A or B). or
2. May apply to persons who have 18 months of experience outside State service performing duties comparable to an Information Systems Technician. and

Education: Same as Range B.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

### **ALTERNATE RANGE CRITERIA 281**

Established 6/12/89

Revised 5/2/01

Experience gained outside State service may be credited only if the appointing power believes the experience was satisfactory and comparable in type and quality to that of a Computer Operator.

Range A. This range shall apply to those individuals who do not meet the criteria for Range B or Range C.

Range B. This range:

1. Shall apply to persons who have satisfactorily completed six months of experience performing duties comparable to a Computer Operator, Range A, in the California state service. This experience must be beyond that which is required to satisfy the minimum qualifications for a Computer Operator. or
2. May apply to persons who have 12 months of experience outside State service performing duties comparable to a Computer Operator. and

Twelve semester or eighteen quarter units of recognized college or university level training in information technology-related coursework. (Six months of additional qualifying experience may be substituted for the required education.) or

Equivalent academic training provided from an accredited institution recognized by the Accrediting Council for Independent Colleges and Schools (ACICS) or the Accrediting Commission of Career Schools and Colleges of Technology (ACCSCT). The ACICS or ACCSCT must cite the institution as being accredited for the relevant program being considered for qualification. (Partial completion of the requirement may not be combined with the other patterns to meet minimum qualifications.)

Range C. This range:

1. Shall apply to persons who have satisfactorily completed one year of experience in the California state service performing duties comparable to a Computer Operator (Range A or B). or
2. May apply to persons who have 18 months of experience outside State service performing duties comparable to a Computer Operator. and

Education: Same as for Range B.

When the requirements for a particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 282**

Established 3/28/89

Range A. This range shall apply to incumbents who do not meet the criteria for payment in Range B.

Range B. This range shall apply to incumbents who have satisfactorily completed either:

1. One year of experience in California state service performing clerical duties at a level of responsibility equivalent to that of an Office Assistant (General) Range A. or
2. Experience: One year of clerical experience. (Academic education above the 12<sup>th</sup> grade may be substituted for one year of the required general experience on the basis of either: [a] one year of general education being equivalent to three months of experience; or [b] one year of education of a business or commercial nature being equivalent to six months of experience.) and

Education: Either equivalent to completion of the 12<sup>th</sup> grade; or completion of a business school curriculum; or completion of a clerical work experience training program such as those offered through Manpower Development and Training Act. (One year of clerical work experience may be substituted for the required education.)

When the requirements for the criteria for a range are met and the appointing power so recommends, the employee shall receive a rate under the provisions of DPA Rule 599.674.

**ALTERNATE RANGE CRITERIA 283**

Established 2/28/89

Range A. This range shall apply to incumbents who do not meet the criteria for payment in Range B.

Range B. This range shall apply to: (1) those employees who have satisfactorily completed the equivalent of one year performing the duties of a Printing Process and Operations Planner, Range A; or (2) those employees who have one year of experience in the Office of State Printing performing the duties of a Printing Art Planner; or (3) to persons who have either the equivalent of two years of satisfactory experience outside of State service performing the printing estimating or process planning, or two years of experience in the printing trades which must have included responsibility for layout and markup; and have the equivalent to graduation from college (additional qualifying experience may be substituted for the required education on a year-for-year basis). Qualifying experience outside of State service must have been gained in a printing plant with a planning section employing five or more technical persons. Such experience may be credited only if the appointing power believes that the experience was satisfactory and comparable in type and quality to that of a Printing Process and Operations Planner, Range A.

When the requirements for a range are met and the appointing power so recommends, the employee shall receive a rate under the provisions of DPA Rule 599.674.

**ALTERNATE RANGE CRITERIA 284**

Established 5/23/89

Experience gained outside State service may be credited only if the appointing power believes the experience was satisfactory and comparable in type and quality to that of Financial Aid Analyst.

Range A. This range shall apply to incumbents who do not meet the criteria for payment in Range B.

Range B. This range shall apply to persons who have satisfactorily completed either:

1. Twelve months of experience performing duties equivalent to those of a Financial Aid Analyst, Range A. or
2. Two years of experience outside of State service performing analytical duties equivalent to those of a Financial Aid Analyst. Typical examples of the settings of experience used in meeting the criteria are: in other State agencies with similar programs; in the U.S. Department of Education; in lending institutions; in institutions of higher education; in private financial aid agencies; or with a contractor.

When the requirements for a particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 285**

Established 07/01/03



Revised 09/30/16 – Pay Letter 16-25

Revised 07/01/18 – Pay Letter 18-21

Range L. This range shall apply to incumbents in positions designated Confidential and E97 in classes with CBID 01, 02, 04, 06, 07, 10, 12, 14, 19, 20, and 21, and who also meet the criteria for Range A which applies to incumbents that are designated rank and file.

Range M. This range shall apply to incumbents in positions designated Confidential and E97 in classes with CBID 01, 02, 04, 06, 07, 10, 12, 14, 20, and 21, and who also meet the criteria for Range B which applies to incumbents that are designated rank and file.

Range N. This range shall apply to incumbents in positions designated Confidential and E97 in classes with CBID 01, 02, 04, 06, 07, 10, 12, 14, 20, and 21, and who also meet the criteria for Range C which applies to incumbents that are designated rank and file.

Range O. This range shall apply to incumbents in positions designated Confidential and E97 in classes with CBID 01, 02, 04, 06, 07, 10, 12, 14, 20, and 21, and who also meet the criteria for Range D which applies to incumbents that are designated rank and file.

Range P. This range shall apply to incumbents in positions designated Confidential and E97 in classes with CBID 01, 02, 04, 06, 07, 10, 12, 14, 20, and 21, and who also meet the criteria for Range F which applies to incumbents that are designated rank and file.

Range Q. This range shall apply to incumbents in positions designated Confidential and E97 in classes with CBID 01, 02, 04, 06, 07, 10, 12, 14, 20, and 21, and who also meet the criteria for Range G which applies to incumbents that are designated rank and file.

Range R. This range shall apply to incumbents in positions designated Confidential and E97 in classes with CBID 01, 02, 04, 06, 07, 10, 12, 14, 20, and 21, and who also meet the criteria for Range J which applies to incumbents that are designated rank and file.

Range S. This range shall apply to incumbents within the Office of the Inspector General designated E97 in the classification of Registered Nurse, Correctional Facility, and who also meet the criteria for Range J of Alternate Range Criteria 437 which applies to incumbents that are designated rank and file.

Range T. This range shall apply to incumbents within the Office of the Inspector General designated E97 in the classification of Physician and Surgeon, Correctional Facility (Internal Medicine/Family Practice), and who also meet the criteria for Range P which applies to incumbents that are designated rank and file.

Range U. This range shall apply to incumbents within the Office of the Inspector General designated E97 in the classification of Physician and Surgeon, Correctional Facility (Internal Medicine/Family Practice), and who also meet the criteria for Range Q which applies to incumbents that are designated rank and file.

Range V. This range shall apply to incumbents within the Office of the Inspector General designated E97 in the classification of Physician and Surgeon, Correctional Facility (Internal Medicine/Family Practice), and who also meet the criteria for Range R which applies to incumbents that are designated rank and file.

Salary movement from a rank-and-file salary range to an excluded salary range or from an excluded salary range to a rank-and-file salary range shall be under the provisions of California Code of Regulations, title 2, section 599.674 or 599.676, whichever is applicable.

Salary comparisons between classes shall be based on the rank-and-file salary ranges; however, salary movement shall be based on the employee's salary rate received. Movement between ranges shall be pursuant to the provisions of the applicable salary range criteria.

**ALTERNATE RANGE CRITERIA 286**

Established 4/11/89

Range A. This range applies to employees who do not meet the criteria for Range B.

Range B. This range applies to employees who have either:

1. One year experience in the class of Associate Toxicologist, Range A. or
2. Possession of a doctoral degree and one year of postdoctoral experience in toxicology, biochemistry, pharmacology, or a closely related field. or
3. Possession of a Master's Degree in Toxicology, Biochemistry, Pharmacology or a closely related specialty from an accredited college or university, and four years of experience past the receipt of the master's degree in designing and managing toxicological studies; interpreting results and translating them to solve human and animal health problems; and conducting hazard assessment or safety evaluations. or
4. Certification as a Diplomat of the American Board of Toxicology, and one year of professional experience after certification as a Diplomat of the American Board of Toxicology in conducting and/or evaluating chemical toxicology studies. This experience must have included consultation on, and interpretation of, toxicological findings relative to probable health hazards and work in at least one of the following areas: exposure assessment, risk assessment, acute toxicity, subchronic toxicity, oncogenicity, development toxicity, neurotoxicity, reproductive toxicity, or genotoxicity.

When the requirements for a particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.674.

**ALTERNATE RANGE CRITERIA 287**

Established 4/11/89

Range A. This range will apply to those individuals who do not meet the criteria for Range B.

Range B. This range shall apply to persons who have: (1) satisfactorily completed six months of experience in the California state service in a class comparable in level of responsibility to Real Estate Officer, Range A; or (2) one year of experience outside of State service performing duties comparable in level of responsibility to Real Estate Officer, Range A, and education

equivalent to graduation from an accredited college or university with major work in Business Administration, Real Estate, Marketing, Urban Development, Economics, or other closely related field; or (3) a Master's Degree in Business Administration, Real Estate, Marketing, Urban Development, Economics, or other closely related field.

Range C. This range shall apply to persons who have: (1) satisfactorily completed 12 months of experience in the California state service in a class comparable in level of responsibility to Real Estate Officer, Range B; or (2) two years of experience outside of State service in one or a combination of the following areas including appraisal or acquisition work involving market value as applied to the transfer and sale of real property, commercial leasing, leased facilities program development, or management of commercial rental properties; and education equivalent to graduation from an accredited college or university with major work in Business Administration, Real Estate, Marketing, Urban Development, Economics, or other closely related field. (Work in real estate sales or transfers will not be considered equivalent to appraisal or acquisition work experience; possession of a master's degree in one of the areas stipulated in the education requirement may be substituted for one year of the required experience.)

When the requirements for the criteria are met and the appointing power so recommends, the employee shall receive a rate under the provisions of DPA Rule 599.674, except that upon movement to Range C, the provisions of DPA Rule 599.676 shall apply.

**ALTERNATE RANGE CRITERIA 288**

Established 9/19/89

Revised 6/7/95; 4/1/11, Pay Letters 11-07 and 11-10

Employees on entering the class of Compliance Representative, Franchise Tax Board, or, after entering, upon completion of the requirements, shall be eligible for appointment to the appropriate range in terms of the following criteria.

Range A. This range will apply to individuals who do not meet the criteria for Range B or Range C.

Range B. This range shall apply to persons who have satisfactorily completed either:

- (1) Six (6) months of experience in the class of Compliance Representative, Franchise Tax Board, Range A; or
- (2) One year of experience performing increasingly responsible collection duties at a level comparable in responsibility to the Compliance Representative, Franchise Tax Board (this experience must be beyond that required to satisfy the minimum qualifications of the class).

Range C. This range shall apply to persons who have satisfactorily completed either:

- (1) One year of experience in the class of Compliance Representative, Franchise Tax Board, Range B; or
- (2) Graduated from a recognized four-year accredited college or university with at least one course each in basic accounting or Federal or State taxation and business or

commercial law, and one course in either economics, business administration, or public administration; or

- (3) Successfully completed 60 semester or 90 quarter units of college, which must include at least: (a) one course each in basic accounting or Federal or State taxation; and (b) one course each in business or commercial law; and (c) three years of satisfactory experience outside of State service performing analytical compliance activities, financial record-keeping or administrative duties similar to those of a Compliance Representative, Franchise Tax Board.

When the requirements for a particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.674, except that upon movement to Range C, the provisions of DPA Rule 599.676 shall apply.

**ALTERNATE RANGE CRITERIA 289**

Established 6/13/89

Revised 4/21/92; 7/1/15 - Pay Letter 15-20

Range A. Transportation Engineer (Civil), Engineer, Civil, Sanitary Engineer

This range shall apply to persons who do not meet the criteria for Range B, Range C, or Range D.

Range B. Transportation Engineer (Civil), Engineer, Civil

This range shall apply to persons who have either:

1. In State service, satisfactorily completed one year of experience performing duties equivalent to a Transportation Engineer (Civil), Range A or Engineer, Civil, Range A. or
2. Two years of professional civil engineering experience outside State service. and

A bachelor's degree in a civil engineering curriculum accredited by the Accreditation Board of Engineering Technology. (Possession of a valid certificate as an Engineer-in-Training issued by the California Board for Professional Engineers, Land Surveyors, and Geologists or issued by another jurisdiction and accepted by the California Board in lieu of the first division of the registration examination as a professional engineer may be substituted for the required education.) or

3. Four years of professional civil engineering experience outside State service. and

A bachelor's or graduate degree in a civil engineering curriculum which is not accredited by the Accreditation Board of Engineering Technology. or

4. A master's or doctorate degree in a civil engineering curriculum from a college or university that has a baccalaureate degree program in a civil engineering curriculum which is accredited by the Accreditation Board of Engineering Technology.

Range B. Sanitary Engineer

This range shall apply to persons who have either:

1. In State service, satisfactorily completed one year of experience performing duties equivalent to a Sanitary Engineer, Range A. or
2. Two years of professional sanitary or public health engineering experience outside State Service. and  
  
Equivalent to graduation from an engineering curriculum with major work in sanitary, environmental, chemical, civil, or a related engineering field accredited by the Accreditation Board of Engineering Technology. (Possession of a valid certificate as an Engineer-in-Training issued by the California Board for Professional Engineers, Land Surveyors, and Geologists or issued by another jurisdiction and accepted by the California Board in lieu of the first division of the registration examination as a professional engineer may be substituted for the required education.) or
3. Four years of professional sanitary or public health engineering experience outside State service. and  
  
A bachelor's or graduate degree in an engineering curriculum with major work in sanitary, environmental, chemical, civil, or a related engineering field which is not accredited by the Accreditation Board of Engineering Technology. or
4. A master's or doctorate degree in an engineering curriculum with major work in sanitary, environmental, chemical, civil, or a related engineering field from a college or university that has a baccalaureate degree program in an engineering curriculum which is accredited by the Accreditation Board of Engineering Technology.

Range C. Transportation Engineer (Civil), Engineer, Civil

This range shall apply to persons who have either:

1. In State service, satisfactorily completed two years of experience performing duties equivalent to a Transportation Engineer (Civil), Range B or Engineer, Civil, Range B. or
2. Three years of professional civil engineering experience outside of State service. and  
  
A bachelor's degree in a civil engineering curriculum accredited by the Accreditation Board of Engineering Technology. (Possession of a valid certificate as an Engineer-in-Training issued by the California Board for Professional Engineers, Land Surveyors, and Geologists or issued by another jurisdiction and accepted by the California Board in lieu of the first division of the registration examination as a professional engineer may be substituted for the required education.) or
3. Five years of professional civil engineering experience outside State service. and  
  
A bachelor's or graduate degree in a civil engineering curriculum which is not accredited by the Accreditation Board of Engineering Technology. or
4. Two years of professional civil engineering experience. and

A master's or doctorate degree in a civil engineering curriculum from a college or university that has a baccalaureate degree program in a civil engineering curriculum which is accredited by the Accreditation Board of Engineering Technology.

#### Range C. Sanitary Engineer

This range shall apply to persons who have either:

1. In State service, satisfactorily completed two years of experience performing duties equivalent to a Sanitary Engineer, Range B. or
2. Three years of professional sanitary or public health engineering experience outside of State service. and

Equivalent to graduation from an engineering curriculum with major work in sanitary, environmental, chemical, civil, or a related engineering field accredited by the Accreditation Board of Engineering Technology. (Possession of a valid certificate as an Engineer-in-Training issued by the California Board for Professional Engineers, Land Surveyors, and Geologists or issued by another jurisdiction and accepted by the California Board in lieu of the first division of the registration examination as a professional engineer may be substituted for the required education.) or

3. Five years of professional sanitary or public health engineering experience outside State service. and

A bachelor's or graduate degree in an engineering curriculum with major work in sanitary, environmental, chemical, civil or a related engineering field which is not accredited by the Accreditation Board of Engineering Technology. or

4. Two years of professional sanitary or public health engineering experience. and

A master's or doctorate degree in an engineering curriculum with major work in sanitary, environmental, chemical, civil, or a related engineering field from a college or university that has a baccalaureate degree program in an engineering curriculum which is accredited by the Accreditation Board of Engineering Technology.

#### Range D. Transportation Engineer (Civil), Engineer, Civil

This range shall apply to persons who:

Possess a valid certificate of registration as a civil engineer issued by the California Board for Professional Engineers, Land Surveyors, and Geologists.

#### Range D. Sanitary Engineer

This range shall apply to persons who:

Possess a valid certificate of registration as a professional engineer issued by the California Board for Professional Engineers, Land Surveyors, and Geologists.

NOTE: Transportation Engineer (Civil), Engineer, Civil

"Professional civil engineering experience" for the purpose of Alternate Range Criteria 289 is defined as actual work experience gained after graduation from a four-year college or university with a degree in a civil engineering curriculum or actual work experience gained after possession of a valid certificate as an Engineer-in-Training issued by the California Board for Professional Engineers, Land Surveyors, and Geologists or issued by another jurisdiction and accepted by the California Board in lieu of the first division of the registration examination as a professional engineer.

NOTE: Sanitary Engineer

"Professional sanitary or public health engineering experience" for the purpose of Alternate Range Criteria 289 is defined as actual work experience gained after graduation from a four-year college or university with a degree in an engineering curriculum or actual work experience gained after possession of a valid certificate as an Engineer-in-Training issued by the California Board for Professional Engineers, Land Surveyors, and Geologists or issued by another jurisdiction and accepted by the California Board in lieu of the first division of the registration examination as a professional engineer.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of California Code of Regulations section Rule 599.676.

### **ALTERNATE RANGE CRITERIA 290**

Established 06/01/89

Revised 10/01/92; 10/01/98; 01/01/99; 03/01/02; 07/01/04, 10/09/18

Pay Letters 02-15, 04-12, 18-28 and 18-31

Range A. This range shall apply to employees who do not meet the criteria for payment in Range B, Range J, or Range K.

Range J. Effective July 1, 2004, this apprenticeship range shall apply to incumbents who meet criteria for payment at Range A under Alternate Range Criteria 290 and who are required to work a minimum of 41 hours in a recurring 7 consecutive day work period as established by the departments under the 7k provisions of the FLSA pursuant to Section 11.11 of the BU 6 MOU. This alternate range represents full compensation for all hours worked up to 41 hours in a 7 consecutive day work period.

- Effective October 1, 1998 through June 30, 2004, incumbents were subject to 168 hours in a 28 consecutive day work period.
- Effective July 1, 2004 through June 30, 2015, incumbents were subject to 164 hours in a 28 consecutive day work period.

Upon movement to Range J from Range A, employees shall receive the minimum salary rate and shall retain their salary adjustment anniversary date.

When employees are no longer eligible for payment under the provisions of Range J, they shall be placed in Range A at the minimum salary rate and shall retain their salary adjustment anniversary date.

Range B. This range shall apply to employees who have satisfactorily completed twelve (12) months in Range A and who do not meet the criteria for payment in Range K.

Upon movement to Range B from Range A, employees shall receive the minimum salary rate or a one-step (5%) increase, whichever is higher, and shall receive a new Merit Salary Adjustment (MSA) anniversary date. Thereafter, every twelve (12) qualifying pay periods after movement to Range B, employees shall receive MSAs in accordance with the BU 6 MOU until the maximum of the range is reached.

Range K. Effective July 1, 2004, this journey person range shall apply to incumbents who meet criteria for payment at Range B under Alternate Range Criteria 290 and who are required to work a minimum of 41 hours in a recurring 7 consecutive day work period as established by the departments under the 7k provisions of the FLSA pursuant to Section 11.11 of the BU 6 MOU. This alternate range represents full compensation for all hours worked up to 41 hours in a 7 consecutive day work period.

- Effective October 1, 1998 through June 30, 2004, incumbents were subject to 168 hours in a 28 consecutive day work period.
- Effective July 1, 2004 through June 30, 2015, incumbents were subject to 164 hours in a 28 consecutive day work period.

Note: Consistent with Section 8.03, as soon as can be accomplished, CPOST Commissioners can agree to move an apprentice off apprenticeship and his/her pay will, correspondingly, be increased to the appropriate salary range.

Upon movement to Range K from Range B, employees shall receive a one-step (5%) increase and shall retain their MSA anniversary date.

Upon movement to Range K from Range J, employees shall receive the minimum salary rate and shall receive a new MSA anniversary date.

Thereafter, every twelve (12) qualifying pay periods after movement to Range K, employees shall receive MSAs in accordance with the BU 6 MOU until the maximum of the range is reached.

When employees are no longer eligible for payment under the provisions of Range K, they shall be placed in Range B with one-step (5%) decreased from their Range K salary rate and shall retain their MSA anniversary date.

Salary Ranges A and B may be used individually to make salary comparisons for discretionary actions between classes. Salary Range B shall be used to make salary comparisons for mandatory actions if the move is "to" the class of Medical Technical Assistant, Psychiatric, or Casework Specialist, Youth Authority. Salary Ranges J and K shall NOT be used to make salary comparisons between classes.

Upon movement in the same class to the same alternate range:



The employee shall move to the same alternate range and retain his/her salary rate and salary adjustment anniversary date.

Example: MTA, PSYCH, Range J to MTA, PSYCH, Range J.

Upon movement to another R06 class with exactly the same salary alternate range:

The employee shall move to the same salary alternate range and retain his/her salary rate and salary adjustment anniversary date.

Example: MTA, PSYCH, Range K to CO (Correctional Officer), Range K.

Upon movement to another class with a different salary range:

To determine the new ("to") appointment salary rate, Range J and Range K employees will move from the appropriate rate in Range A or Range B by reducing the based-on salary rate by one-step (5%). Apply the appropriate salary rule application to this reduced rate (other special pays and/or pay differentials, etc., may come into play).

The salary adjustment anniversary date is unaffected by this process. However, the anniversary date for Ranges A and J is subject to the R06 apprenticeship provisions and is not governed by CalHR anniversary rules. The new ("to") anniversary date is established based on the provisions of the new ("to") class, if applicable.

Effective March 1, 2002, upon promotion (+10% or more via list [A01] or permissive reinstatement [A02]) to an excluded class (M/S/C/E designation):

To determine the new ("to") appointment salary rate, use the current Range J or Range K salary rate and apply the appropriate salary rule application to this rate (other special pays and/or pay differentials, etc., may come into play).

## **ALTERNATE RANGE CRITERIA 292**

Established 7/25/89

When an employee first enters State service in one of the parenthetical classes of the Food and Drug Scientist series, he/she shall be eligible for appointment to a range in terms of the following criteria.

Experience gained outside State service may be credited only if the appointing power believes the experience is satisfactory and comparable in type and quality of that of the Food and Drug Scientist parenthetical class.

Range A. This range shall apply to those individuals who do not meet the criteria for Range B.

Range B. This range shall apply to persons who have satisfactorily completed 12 months of experience as a Food and Drug Scientist (Foods); Food and Drug Scientist (Drugs); or Food and Drug Scientist (Medical Devices), Range A; or equivalent duties and may apply to persons

who have one additional year of research, evaluation and development experience beyond that required in the "Minimum Qualifications" for the class. The additional one year of experience must have been gained after completion of the required degree.

When the requirements for a particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.674.

**ALTERNATE RANGE CRITERIA 293**

Established 10/3/89

Range A. This range will apply to those individuals who do not meet the criteria for Range B.

Range B. This range shall apply to persons who have either:

1. Satisfactorily completed 12 months of experience performing duties equivalent to that of Mortgage Insurance Representative I, Range A. or
2. A Master's Degree in Business, Finance, Banking, Economics, Real Estate, Marketing or Insurance. or
3. One additional year of experience obtained outside of State service performing analytical, technical or professional mortgage insurance-related duties. Typical examples of the settings of experience used in meeting the criteria are: in other State housing finance agencies; in the Federal Housing Administration; in the Veterans Administration; or in a private mortgage insurance company.

When the requirements for a particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 294**

Established 9/5/89

Range A. This range applies to incumbents who do not meet the criteria for Range B.

Range B. This range applies to persons who have either: six months of experience performing the duties of a Caltrans Administrative Technician, Range A, and equivalent to 12 semester units of college-level courses (i.e., courses that apply toward a degree) in English, public or business administration, accounting, statistics, or a subject area closely related to the work of a Caltrans Administrative Technician as determined by the appointing power; or one year of experience performing the duties at a level of responsibility equivalent to Office Technician; or the equivalent to graduation from college with any major.

When the requirements for a particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 295**

Established 11/14/89

Range A. This range shall apply to those individuals who do not meet the criteria for Range B.

Range B. This range shall apply to those individuals who have satisfactorily completed 12 months as an Associate in Postsecondary Education Studies, Range A, or who have:

- a. Two years of policy research and analysis experience under the supervision of a project leader, gathering and analyzing data, developing policy statements for consideration by management and drafting reports, either: (1) at an agency responsible for statewide or national coordination of postsecondary education; or (2) in the headquarters office of a system of higher education, such as the Chancellor's or President's Office. or
- b. Three years of experience, either: (1) involving policy research and analysis in matters affecting postsecondary education; or (2) involving capital outlay for an agency at the State or Federal policy level; or (3) as a full-time teacher in an accredited college or university with at least one year of experience in higher education policy research and analysis. or
- c. An earned doctorate degree. or
- d. An earned master's degree granted by an accredited institution of higher learning or equivalent degree (certificate) (diploma) approved by the California Superintendent of Public Instruction under provisions of California Education Code Section 94310, and at least one year of additional experience as shown in (a) above or 18 months of additional experience as shown in (b) above.

(Experience and/or education used to qualify under the minimum qualifications for this class may not be utilized again for movement to Range B.)

When the requirements for a particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 296**

Established 10/3/89

Revised 04/24/12, Pay Letters 12-11 and 12-18

When an employee enters State service in the class of Public Employment Relations Counsel, he/she shall be eligible for appointment to the appropriate range in terms of the following criteria:

Experience gained outside State service may be credited only if the appointing power believes the experience was satisfactory and comparable in type and quality to that of a Public Employment Relations Counsel.

Range A. This range shall apply to individuals who are active members of The State Bar of California and who do not meet the criteria for payment in Range B.

Range B. This range shall apply to individuals who are active members of The State Bar of California and who, in addition, have satisfactorily completed four years of responsible experience in the practice of law, of which three years must include experience in labor law or civil and appellate litigation.

For the purposes of this Alternate Range, experience in the "practice of law" or "performing legal duties" is defined as: (1) only that legal experience acquired after admission to any State Bar, or (2) experience as a judicial clerk for a federal court, California's state courts, or any other state's courts, to constitute experience in the practice of law. For an individual's judicial clerkship to qualify as experience in the "practice of law" or "performing legal duties", the experience must have been gained after receipt of a Juris Doctor or equivalent degree.

When the requirements for the particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 297**

Established 5/22/90

Range A. This range shall apply to incumbents who do not meet the criteria for payment in Range B.

Range B. This range shall apply to persons who have satisfactorily completed a minimum of 12 months equivalent to a Collections Technician, Department of Motor Vehicles, Range A.

When the requirements for a particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.676.

**ALTERNATE RANGE CRITERIA 298**

Established 1/1/90

Revised 12/2/08, Pay Letters 08-38 and 08-40

Employees on entering the class of Tax Compliance Representative or, after entering, upon completion of the requirements and upon recommendation of the appointing authority, shall be eligible for appointment to the appropriate range in terms of the following criteria.

Range A. This range shall apply to incumbents who do not meet the criteria for payment at Range B or C.

Range B. This range shall apply to persons who have either: (1) satisfactorily completed the equivalent of six months of Tax Compliance Representative, Range A; or (2) have the equivalent of 12 months of satisfactory experience outside of State Service performing analytical compliance activities, financial record keeping, or administrative duties similar to those of a Tax Compliance Representative.

Range C. This range shall apply to persons who have either: (1) graduated from a recognized four-year accredited college or university; or (2) who have satisfactorily completed the equivalent of 12 months of Tax Compliance Representative, Range B, experience; and or (3) have the equivalent of 18 months of satisfactory experience outside of State Service performing analytical compliance activities, financial record-keeping or administrative duties similar to those of a Tax Compliance Representative.

When the requirements for a particular criteria are met and upon recommendation of the appointing power, the employee shall receive a rate under the provisions of DPA Rule 599.674, except that upon movement to Range C, the provisions of DPA Rule 599.676 shall apply.

#### **ALTERNATE RANGE CRITERIA 299 - PENDING**