Employee Reports for SEIU

Department Name	Position Number	Previous class and range	New class and range	Domain
Report 1: Employee Reallocation - Includes the initial movement between the former IT classifications to the new IT classification, alternate range, and domain.				

Report 2: Secondary Placement - Includes list of employees receiving a secondary placement between ranges. Data shall include classifications, alternate range, and domain.					
Department Name	**Employee Name**	**Position Number**	**Initial Placement Class and Range**	**Secondary Placement Class and Range**	**Domain**

Report 3: Secondary Placement Appeal - Includes list of alternate range placement appeals processed, granted, and denied.				
Department Name	**Position Number**	**Date Received**	**Current Step in Appeal Process**	**Approved, Denied, in Process?**

Report 4: Promotions - Includes list of promotions within the new IT structure. Data includes classification, alternate range, and domain.				
Department Name	**"From" Class and Range**	**"To" Class and Range**	**Effective Date**	**Domain**

Report 5: New Hires - Includes list of new hires to the new IT structure. Data includes classification, alternate range, and domain.			
Department Name	**Classification**	**Alternate Range**	**Domain**