



George Deukmejian, Governor

TO: PERSONNEL MANAGEMENT LIAISONS

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THIS MEMORANDUM SHOULD BE DISTRIBUTED TO:

PERSONNEL OFFICERS
EMPLOYEE RELATIONS OFFICERS
TRANSACTION SUPERVISORS

SUBJECT: Salary Movement for Alternate Range Criteria 60, 61 and 62

The purpose of this memorandum is to clarify employee salary movement for Alternate Range Criteria 60, 61 and 62 for the Student Assistant, Student Assistant -Engineering and Architectural Sciences-, and Graduate Student Assistant classifications.

The salary movement instructions for Alternate Range Criteria 60, 61 and 62 were amended, effective July 1, 1986. These instructions now state that salary movement to a higher salary range is governed by Department of Personnel Administration (DPA) Rule 599.676, upon submission of proof that the requirements for the particular alternate range criteria have been met. Under the provisions of DPA Rule 599.676, employees shall receive a one step increase and a new salary adjustment anniversary date is established. The former instructions stated that employees may be moved to the rate in the higher salary range one step above the rate they last received and retain their MSA anniversary date.

In order to maintain the integrity of employees' employment history, please remind transaction staff of the amended alternate range criteria language.

If you have any questions, please call Jan Sale at (916) 324-0439, ATSS 454-0439.

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Personnel Services Branch