

Memorandum

Date: December 4, 1990
Reference Code: 90-63

To : PERSONNEL MANAGEMENT LIAISONS

THIS MEMORANDUM SHOULD BE DISTRIBUTED TO:

EMPLOYEE RELATIONS OFFICERS AND PERSONNEL OFFICERS

From : Department of Personnel Administration
Office of the Director

Subject: Maximum Award Limit of \$50,000 for the Employee Merit Award Program

In my memo dated July 11, 1990, I advised you that the Department of Personnel Administration (DPA) was proposing the amendment of regulations governing the State Merit Award Program to include (1) the establishment of a maximum award for an adopted employee suggestion, (2) a minor change with respect to identification of the State's employee-employer act, and (3) correction of an omission with respect to reference to the Improved Safety Scale.

On November 13, 1990, the Office of Administrative Law approved regulatory action to amend DPA Regulations 599.659 and 599.664. Specifically, the amended regulations will:

- . Establish a \$50,000 maximum award for employee suggestions [Section 599.664. Cash Awards.(a)],
- . Replace reference to the State's Employee-Employer Relations Act (SEERA) with the Ralph C. Dills Act [Section 599.656. Eligibility of a Suggestion. (a)(7)],
- . Reference the Improved Safety Scale [Section 599.664. Cash Awards. (b)(1)], and
- . Repeal reference to a maximum award [Section 599.664. Cash Awards.(j)].

These amendments are effective December 13, 1990. Merit Award Board staff plan to advise employees whose suggestions are received by the Board on or after December 13, 1990 that the \$50,000 maximum award will be applied to their suggestion if all other applicable Merit Award Program criteria is met. This award limitation will not affect suggestions received by the Merit Award Board prior to December 13, 1990. Additionally, staff plan to incorporate the above revisions in the State Administrative Manual (SAM) and the Evaluator's Handbook as soon as possible.



Reference Code: 90-63
December 4, 1990
Page 2

If you have questions, please contact Patricia Lof, Program Analyst, at (916) 324-0521 or ATSS 454-0521.

A handwritten signature in cursive script that reads "David J. Tirapelle". The signature is written in black ink and is positioned above the typed name and title.

David J. Tirapelle
Director

