

State of California

MEMORANDUM

To: PERSONNEL MANAGEMENT LIAISONS Date: July 25, 1991
Reference Code: 91-51

From: Department of Personnel Administration

Subject: State Employee Service Awards

This is an update of the State Employee Service Award Program (twenty-five year and retirement service awards) under the provisions of Government Code section 19849.9.

Assembly Bill 3098 (Statutes of 1988) revised Government Code section 19849.9; increasing the dollar value of these service awards to \$75. When fully implemented, a new program brochure will allow eligible employees to select either a wrist watch, desk set, clock, knife, belt buckle, crystal vase, acrylic sculpture or charm bracelet.

The DPA is also asking the DGS to make available an upgraded service award pin of jewelry quality. General Services (DGS) and Department of Personnel Administration (DPA) have been working together to have a new award brochure in place by this fall. However, it appears that the new program will not be "on line" until April 1992.

Once the program is operational, full instructions and order forms will be sent to the departments. In the interim, DGS has reordered the twenty-five year service certificates so departments may once again order them from central stores. Also, until the new awards are available, Government Code section 19849.9 will allow departments the authority to spend up to \$75 for an appropriate service award for eligible employees. Departments may use a purchase order or travel claim to accomplish these purchases.

Questions on the service awards may be referred to Jim Byers or Rhonda Wilson (DGS) at (916) 323-4250 or Terri Yee (DPA) at (916) 324-0533.



Patricia Pavone, Chief
Benefits Division