

State of California

M E M O R A N D U M

Date: January 24, 1992

Reference Code: 92-11

To: PERSONNEL MANAGEMENT LIAISONS

THIS MEMORANDUM SHOULD BE DISTRIBUTED TO:

Labor Relations and Personnel Officers

From: Department of Personnel Administration
Classification and Compensation Division

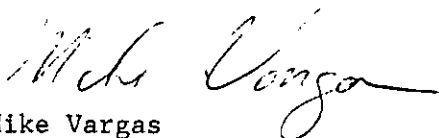
Subject: Reemployment List Update

The purpose of this memo is to inform departments that upon Department of Personnel Administration (DPA) approval an employee who is demoted or laid off may receive general reemployment list eligibility in a class other than the class of layoff when the class of layoff is a department-specific class.

In order to provide employees demoted or laid off in department-specific classes a reasonable opportunity for reemployment, DPA authorizes departments to identify a servicewide class closely related to the department-specific class for placement on a general reemployment list. Government Code Section 19997.11 provides DPA the authority for the designation of other appropriate classes for general reemployment list eligibility under the circumstances described above.

Departments should identify the servicewide class prior to issuing the 30-day notice to effected employees and must submit substantiation to support their selection of an appropriate class by identifying a class that (a) has a salary range the same as or lower than the class of layoff, (b) has essentially the same class concept, and (c) is used on a servicewide basis. For example, for a departmental-specific attorney class, the servicewide Staff Counsel would be an appropriate class for placement on a general reemployment list. Advance approval of the appropriate class is required and will be subject to DPA review.

If you need assistance in identifying an appropriate class, or have any question regarding this new process contact Olivia Hawkins at 324-9414 or ATSS 454-9414.


Mike Vargas
Layoff Coordinator

