

State of California

M E M O R A N D U M

DATE: October 25, 2001

TO: PERSONNEL MANAGEMENT LIAISONS REFERENCE CODE: 2001-049

THIS MEMORANDUM SHOULD BE DISTRIBUTED TO:

Chief Administrative Officers
Employee Relations Officers
Personnel Officers

FROM: Department of Personnel Administration
Classification and Compensation Division

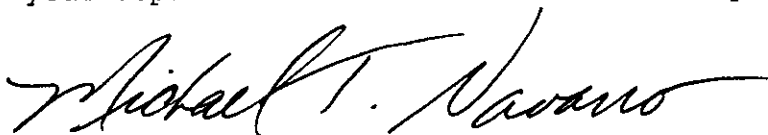
SUBJECT: Moratorium on Classification and Pay Issues

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In conjunction with Executive Order D-48-01 and Management Memo 01-21, the Department of Personnel Administration (DPA) is issuing this Personnel Management Liaison (PML) memo in response to the State's continuing fiscal difficulties.

In compliance with the budget reductions, DPA is establishing a moratorium on classification and pay items that have an associated cost. This includes such actions as the establishment of new classifications, classification modifications, reorganizations, and changes to or establishment of new allocation guidelines. The only exceptions to this moratorium will be (1) matters essential to the health and safety of the public, (2) contractual obligations incurred as a result of new Memoranda of Understanding, and (3) demonstrated business needs that cannot be dealt with in a less costly manner. Requests for exceptions must be discussed and agreed upon before any work on a project is begun. This moratorium applies to all departments, regardless of their delegation status. It is in effect immediately and will continue until rescinded by a subsequent PML.

Should you have questions regarding this memo, please consult with your department's Classification and Compensation analyst.



Michael T. Navarro, Chief
Classification and Compensation Division

