



STATE OF OKLAHOMA  
OFFICE OF PERSONNEL MANAGEMENT

*"Serving Equal Opportunity Employers"*

**OPM 03-03**

**DATE:** January 30, 2003  
**TO:** All Appointing Authorities  
**FROM:** Oscar B. Jackson, Jr., Administrator and  
Cabinet Secretary of Human Resources and Administration  
**RE:** State Agency Hiring Freeze Approval Process

Please refer to OPM All Appointing Authorities Memorandum OPM 03-01 dated January 2, 2003, Re: Executive Order 2002-17 (Filed December 31, 2002), State Agency Hiring Freeze. This document can be accessed online at:

[http://www.opm.state.ok.us/OPM\\_03-01.pdf](http://www.opm.state.ok.us/OPM_03-01.pdf)

According to state statute, Governor Brad Henry has forty-five (45) days following his January 13, 2003 inauguration to establish his Executive Cabinet structure by Executive Order. Until that time, and consistent with Executive Order 2002-17, the Secretary of State is authorized to accept and act on hiring freeze exception requests from all state agencies covered by the state hiring freeze.

Contact information for the Secretary of State is as follows:

M. Susan Savage  
Secretary of State  
State Capitol Building, Room 101  
Oklahoma City, OK 73105  
Telephone: (405) 522-3721

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human resource services to our partner agencies to achieve their missions."*