

OPM 00-22

DATE: March 27, 2000

TO: All Appointing Authorities

FROM: Oscar B. Jackson, Jr., Administrator
and Cabinet Secretary of Human Resources

RE: **Job Family Descriptor Plan**

The Classification and Compensation Reform Act of 1999 (SB 464) authorized the development and implementation of a new classification system for classified state employees. The classifications previously used were consolidated into new Job Family Descriptors (JFD's). The enclosed Job Family Descriptor Plan identifies the Job Family Descriptors (JFD's) as implemented November 1, 1999. In order to improve the ease of use of this plan, two tables are available. One table is in Job Code Sequence, the other is in JFD Title sequence.

The Office of Personnel Management has placed this plan on its website at <http://www.state.ok.us/~opm/>. Changes to this plan as they occur will be posted to the OPM website.

If you have any questions pertaining to this document, or the website, please contact either David Hays at 521-6329 or Scott Frissell at 522-0422.

Enclosure