

OPM 98-40

June 19, 1998

TO: All Appointing Authorities

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

RE: **Supplement to the Merit Rules for Employment**

Since you received the December 15, 1997, *Supplement to the Merit Rules for Employment*, I have adopted several amendments to the August 15, 1997 *Merit Rules for Employment*. These changes (both permanent and emergency) have been combined into one supplement to the Merit Rules. Enclosed please find a copy of the July 1998 *Supplement to the Merit Rules for Employment*. **Please copy and distribute it to your employees.**

This supplement includes:

- Permanent amendments to Subchapter 1 regarding definitions and Model Projects. If you have any questions regarding the amendments to Subchapter 1, please contact Kimberlee Williams at (405) 521-2160.
- Permanent amendments to Subchapter 3 regarding Affirmative Action. If you have any questions about the amendments to Subchapter 3, please contact Janice Wadkins at (405) 521-3082.
- Permanent amendments to Subchapter 5 revoking the impartial review of final position allocations, Subchapter 11 regarding employee actions, and Subchapter 13 regarding reductions-in-force. If you have any questions about the amendments to Subchapters 5, 11 or 13, please contact Tom Rickner at (405) 521-6329.
- Permanent amendments to Subchapter 7 regarding payment of overtime and Subchapter 15 regarding enforced leave. Also included is a new emergency rule (530:10-7-6) to authorize a pay incentive for new hires in professional-level data processing classes, and emergency amendments to 530:10-7-14 which: (1) allow Appointing Authorities to protect the pay of demoted employees when the demotion was due to an agency reorganization, (2) clarify rate of pay upon

interagency transfer, and (3) address rate of pay upon intra-agency transfer. If you have any questions about the amendments to Subchapters 7 or 15, please contact Todd Dennis at (405) 521-6338.

- Permanent amendments to Subchapter 17 regarding Supervisory Training and the State Mentor Program. If you have any questions regarding Supervisory Training, please contact Larry Fisher at (405) 522-0762. If you have any questions regarding the State Mentor Program, please contact Dayna Petete at (405) 521-6293.

In the near future, we also will have all of the current rules adopted by the OPM Administrator available on OPM's website (www.state.ok.us/~opm). The rules are listed under Policy Services.

Enclosure: July 1998 *Supplement to the Merit Rules for Employment*