

## REALLOCATION - SUMMARY OF REVISIONS

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- 3-1-66            Reclassification no longer considered as promotions requiring salary increase. Left up to agency whether to grant increase and, if one is given, agency determines whether to change anniversary date.
- 10-29-75        Policy revision for waiver of qualifications for reallocated positions.
- 1-1-76            Revised salary policy to permit an employee's salary to remain above the maximum.  
  
Added policy on effective dates of reallocation.
- 8-1-77            Revised salary policy to make it mandatory to reduce salary to maximum; however; reduction may be delayed one year if agency presents a plan and justification that assures opportunity to restore to a position of former grade level.
- 1-1-79            Salary Determination Upon Reallocation. (Exception) To provide for the employee to adjust to the pay reduction, the reduction may be delayed by management for up to one year from the date of the position's allocation to the lower grade level. (Will not have to submit plan.)
- 8-1-80            Allowed salaries to remain above the maximum if determined in the classification reallocation that the employee was not at fault in any way. However, if the reclassification to a lower level was the result of an employee's lack of performance or lack of ability to perform, the reallocation would be handled exactly as a demotion.
- 4-1-84            Salary may remain the same as long as the employee remains in the same classification or is promoted to a higher level position. Previously state "in the same position."
- 12-1-85         Deleted competitive service provisions.
- 10-1-86         Salary rate provisions revised - performance increase provisions deleted.
- 12-1-86         Definition of reallocation revised.

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## REALLOCATION - SUMMARY OF REVISIONS, Continued

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11-1-05

Revised to define Reallocation for purposes of the Salary Adjustment Fund.

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- 1-1-90 Revised to conform to new pay plan (5% for each grade, etc.) - allowed delayed increases to be given within 24 months.
- 7-1-90 Required employee to have commensurate T&E to get increase of more than 5%.
- Also, if employee is reduced to a lower grade without reduction in salary and subsequently reallocated back up, should not get salary increase; however, may get increase if actions occurred as much as 24 months apart.
- Reallocation down changed to allow employee to continue working at higher level even though the position must be reduced, unless action is determined to be a demotion. When vacated, must be filled at lower level.
- 1-1-91 Reinstate provisions to allow employees classification to be reduced and salary remain above maximum.
- Also, changed provision for working against position in higher level to require change in labor market or other reason not related to change in duties and responsibilities.
- 9-1-91 “Directly” added to related experience.
- 4-1-92 Changed back to allow 5% increase for each grade - must consider T&E, equity, etc.
- 3-1-94 The following changes are being made to the Reallocation Policy to parallel the changes that were made to the Promotion Policy:
- Change the method by which salary increases for reallocations are determined. The current policy limits reallocation increases to 5% for each grade. The change would retain this provision but would also allow salaries to be established by the same policy used for making new appointments.
- Reduce from 24 to 12 months the time that must lapse before a salary increase can be given after a reduction in grade with no cut in salary.
- 6-1-02 Deletes provision that delayed increases must be limited to three occurrences and must be awarded within 24 months. (Exception Case No. 02-05.)
- 7-1-05 Revised to eliminate “hiring rate” and to change “special entry rate” to “special minimum rate.”
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