



ISIS HR
Quick Tips

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Change to Contract Types in ISIS HR for Unclassified Employees

At the request of Civil Service and ISIS HR Influence Group, ISIS HR has updated the list of available contract types for unclassified employees.

On Monday, October 30, 2006, ISIS HR updated the system selections for appointment type for employees who serve in unclassified positions. Previously, agencies chose from “Perm Uncl Appointee” or “Uncl Temp.” The old labels lumped unclassified appointees and on-going unclassified appointments into the same category and the use of the term “perm” led some HR agencies to be concerned that unclassified employees may assume they had the protections of permanent status.

To address these concerns, the old “Perm Uncl Appointee” has been changed to “Uncl Appointee” and is intended to be used for gubernatorial appointees. “Uncl Temp” remains in the system and is intended to be used for employees in unclassified positions that have limited authority or expiration dates. A new contract type, “Uncl Reg,” has been added and is intended for employees who serve in on-going unclassified appointments.

Agencies can review their data for this infotype using the ZP44 Contract Audit report.

Questions? Call your Assistance Coordinator at (225) 342-8274.