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HR Handbook Update No. 2021-0001

DATE: January 14, 2021

TO: Heads of State Agencies and Human Resources Directors

SUBJECT: Update to HR Handbook Chapter 11

REASON FOR UPDATE: The HR Handbook is being updated to reflect changes to Civil Service Rules 11.13(a)5, 11.35(b) and 11.35(d).

EFFECTIVE DATE: January 14, 2021

State Civil Service has updated Chapter 11 of the HR Handbook to reflect rule changes adopted at the General Business meeting of the Civil Service Commission on January 6, 2021. The changes are in response to the expiration of the Families First Coronavirus Response Act (FFCRA), and the Consolidated Appropriations Act, 2021 signed by President Trump on December 27, 2020.

The Rule-by-Rule portions of Chapter 11 have been updated to reflect these changes, along with the following:

- New note box added in Civil Service Rule 11.13(a)5 Rule-by-Rule to define son or daughter
- New note box added in Civil Service Rule 11.35(d) Rule-by-Rule to define health care provider or emergency responder

If you have any questions, please contact your Agency Relationship Manager.

Sincerely,

s/Byron P. Decoteau, Jr.
State Civil Service Director