



Louisiana  
**SCS**  
State Civil Service

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## GENERAL CIRCULAR NUMBER 2017-045

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**DATE:** November 14, 2017

**TO:** Heads of State Agencies and Human Resources Directors

**SUBJECT:** Approved Changes to Civil Service Rule 6.10(d)

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At its General Business meeting held on November 1, 2017, the State Civil Service Commission adopted proposed amendments to Civil Service Rule 6.10(d), effective July 1, 2018. This action was approved by the Governor on November 8, 2017.

The rule will read as follows:

**Rule 6.10(d) Rate of Pay Upon Demotion**

Subject to the provisions of Civil Service Rule 6.15, when an employee is demoted for any reason under any circumstances, his pay shall be reduced as follows:

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(d) Subject to the provisions of Rule 6.29, an appointing authority may grant exceptions to this rule for voluntary demotions. An appointing authority shall waive a pay increase on promotion, reallocation, or detail to special duty for an employee who has been demoted without a reduction in pay until such time the employee surpasses the pay level from which he demoted.

- 1. The provisions of this subparagraph shall not apply to any employee who voluntarily demoted on or before June 30, 2018.**

Any questions concerning this rule amendment may be addressed by email to [SCSInfo@la.gov](mailto:SCSInfo@la.gov) or by telephone at (225) 342-8274.

Sincerely,

s/Byron P. Decoteau, Jr.  
Director