



Byron P. Decoteau, Jr., Director

Post Office Box 94111
Baton Rouge, LA 70804-9111
225.342.8274
scsinfo@civilservice.la.gov
civilservice.la.gov

GENERAL CIRCULAR NUMBER 2026-039

DATE: July 13, 2026

TO: Heads of State Agencies and Human Resources Directors

SUBJECT: Changes to the Classification and Pay Plan – Results of the July 2026 Public Hearing

Please be advised that changes will be made to the State Civil Service (SCS) Classification and Pay Plan as proposed in [General Circular No. 2026-026](#). The exhibits were considered and approved by the SCS Commission at the public hearing on July 1, 2026.

EFFECTIVE DATE OF CHANGES: AUGUST 3, 2026

The changes outlined by this General Circular shall be implemented on the effective date by all state agencies. Human Resources professionals at state agencies should carefully review the attached instructions to determine the necessary actions required to implement these changes relative to personnel and positions for their agency. Agencies delaying the implementation of the changes as provided in this General Circular beyond the 90-day implementation period may be restricted from processing other requests through SCS until the agency has taken the necessary actions to fully implement the changes. Agencies that use the LaGov-HCM system may refer to the [Entry Guidelines](#) in the HR Information Portal for more information on system entry procedures.

Please note that any pending personnel actions are to be completed prior to the effective date for positions that will be affected by these changes. In addition, active eligible lists will no longer be valid after the effective date for positions that will have a job title change. Agencies should take the necessary hire actions prior to the effective date of these changes or be subject to reposting the vacancy.

If there are any questions concerning the subject matter of this General Circular, you may contact SCS by emailing SCSInfo@civilservice.la.gov or by calling (225) 342-8272.

Sincerely,

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

IMPLEMENTATION INSTRUCTIONS FOR CLASSIFICATION AND PAY PLAN CHANGES

Effective: August 3, 2026

The following instructions pertain to job assessments that have been completed by SCS. Refer to each section below to determine the appropriate actions necessary to implement these changes. The official job specifications for the revised jobs will be available on the SCS [Job Information and Test Finder](#) on the effective date.

When job corrections are required by SCS, position descriptions for the affected positions shall be submitted to SCS as soon as possible and no later than 90 days following the effective date. All job corrections for positions affected by these changes shall have an effective date of August 3, 2026. Please note that significant duty changes should not be present when submitting a position description for job correction. If significant duty changes are required at the time of implementation, it will be necessary to consult with SCS prior to submission.

JOB TITLE CHANGE

Position descriptions for existing classified positions currently allocated to this job code are not required to be submitted to SCS for job correction. However, agencies must still take the necessary actions in the applicable HR system to implement the job title change for employees and/or positions.

JOB CODE	FROM JOB TITLE	TO JOB TITLE
170380	STATE FISCAL ANALYST MANAGER	STATE FISCAL ANALYST ADMINISTRATOR

JOB SPECIFICATION CHANGES

Position descriptions for existing classified positions currently allocated to these job codes are not required to be submitted to SCS for job correction. No impact on employees or positions is expected as a result of the job specification changes.

JOB CODE	JOB TITLE
159740	ACCOUNTANT MANAGER 4
170680	ADMINISTRATIVE PROGRAM MANAGER 1
153400	AGRICULTURAL ENVIRONMENTAL SPECIALIST ADMINISTRATIVE COORDINATOR
159930	AIRCRAFT FLEET CHIEF PILOT
113270	ARCHITECTURAL DIRECTOR OF PRESERVATION
112960	ARCHITECTURAL HISTORIAN MANAGER
172980	CHILD SUPPORT ENFORCEMENT MANAGER 3
156420	COMMUNITY DEVELOPMENT POLICY AND PROGRAM COORDINATOR

JOB CODE	JOB TITLE
153930	CRIMINAL JUSTICE POLICY PLANNER 3
113150	CULTURAL PROGRAM COORDINATOR
102730	DREDGE ENGINEER
173140	ECONOMIC STABILITY MANAGER 3
168240	EDUCATION DEPUTY ADVISOR
165150	EDUCATIONAL TECHNOLOGY CONSULTANT
155250	ENVIRONMENTAL CHEMICAL SPECIALIST ADVANCED
173440	EXECUTIVE MANAGEMENT ADVISOR
115960	HORTICULTURIST
170830	HUMAN RESOURCES ASSISTANT DIVISION ADMINISTRATOR
172310	JUVENILE JUSTICE SPECIALIST 5
101030	LIBRARY MANAGER 1
166600	ORS TECHNICAL SPECIALIST
171250	PHARMACIST 7
126250	POLICY PLANNER 4
127440	PROBATION AND PAROLE PROGRAM MANAGER--ADULT
144660	PROBATION AND PAROLE PROGRAM SPECIALIST--JUVENILE
171850	PROFESSIONAL COUNSELOR 6
159860	PROGRAM COMPLIANCE OFFICER 2
159870	PROGRAM COMPLIANCE OFFICER 3
159880	PROGRAM COMPLIANCE OFFICER SUPERVISOR
148190	PSC CONSUMER SPECIALIST
164560	PUBLIC HEALTH LABORATORY SCIENTIST RESEARCH ASSOCIATE
164550	PUBLIC HEALTH LABORATORY SCIENTIST TECHNICAL MASTER
168540	REHABILITATION PROGRAM MANAGER
114580	RESEARCH FARM MANAGER 1
113600	STATE ARCHAEOLOGIST
170370	STATE FISCAL ANALYST SUPERVISOR
140140	STATE UNIFORM PAYROLL ASSISTANT DIRECTOR
140130	STATE UNIFORM PAYROLL DIRECTOR
148470	STATE UNIFORM PAYROLL MANAGER
161880	TRAINING AND DEVELOPMENT PROGRAM MANAGER
161890	TRAINING AND DEVELOPMENT PROGRAM STAFF MANAGER 1
176110	WORKFORCE DEVELOPMENT MANAGER 3-SOCIAL SERVICES

JOBS ABOLISHED

These jobs will be removed from the classification and pay plan after all required changes have been made in the applicable HR system by agencies as follows.

Active positions:

Position descriptions for existing classified positions allocated to these job codes are required to be submitted to SCS for job correction. Once the position description has been completed by SCS, the agency shall take the necessary actions in the applicable HR system to update the records for employees and/or positions.

Inactive positions:

If positions allocated to these job codes are no longer used by the agency, the submission of a position description is not required. Agencies shall archive all unused positions in the applicable HR system by the end of the implementation period.

JOB CODE	JOB TITLE
171690	ATC ENFORCEMENT ANALYST 1
171700	ATC ENFORCEMENT ANALYST 2
109650	BEHAVIOR SHAPING SPECIALIST
109660	BEHAVIOR SHAPING SUPERVISOR
141920	BRIDGE TOLL COLLECTOR
153190	BRIDGE TOLL COLLECTOR OPERATOR MANAGER
141900	BRIDGE TOLL COLLECTOR SUPERVISOR
144160	CORRECTIONS CLASSIFICATION MANAGER 1
144170	CORRECTIONS CLASSIFICATION MANAGER 2
144520	CORRECTIONS CLASSIFICATION MANAGER 3
121610	CORRECTIONS CLASSIFICATION OFFICER 1
121640	CORRECTIONS CLASSIFICATION OFFICER 2
171080	CORRECTIONS CLASSIFICATION OFFICER 3
171440	CULTURAL PROGRAM MANAGER
124500	FOOD DISTRIBUTION PROGRAM ADMINISTRATOR
164610	FOOD DISTRIBUTION PROGRAM ASSISTANT ADMINISTRATOR
124470	FOOD DISTRIBUTION PROGRAM MANAGER
124540	LANDSCAPE ARCHITECT
124550	LANDSCAPE ARCHITECT CHIEF
158010	LANDSCAPE ARCHITECT INTERN
100240	MEDICAL MALPRACTICE COMPLIANCE DIRECTOR
172760	PARKS PROGRAM ANALYST
172790	PARKS PROGRAM CONSULTANT
172800	PARKS PROGRAM MANAGER
172780	PARKS PROGRAM SUPERVISOR
129460	PILEDRIIVER
129470	PILEDRIIVER FOREMAN
102380	PORT REAL ESTATE COORDINATOR
163640	PRISON ENTERPRISES EQUIPMENT AND TRANSPORTATION MANAGER
170430	PRISON ENTERPRISES QUALITY ASSURANCE MANAGER
171860	PROFESSIONAL COUNSELOR 7
120330	RECREATION FACILITIES COORDINATOR--LEISURE ACTIVITY

JOB CODE	JOB TITLE
161840	STATE UNIFORM PAYROLL COORDINATOR
153830	STUDENT FINANCIAL AID ADMINISTRATOR
156600	STUDENT FINANCIAL AID ASSISTANT ADMINISTRATOR
168640	STUDENT FINANCIAL AID SPECIALIST 1
168650	STUDENT FINANCIAL AID SPECIALIST 2
168660	STUDENT FINANCIAL AID SPECIALIST 3
162570	STUDENT FINANCIAL AID SUPERVISOR