

GRETCHEN WHITMER
GOVERNOR



STATE OF MICHIGAN
CIVIL SERVICE COMMISSION

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STATE PERSONNEL DIRECTOR OFFICIAL COMMUNICATION
SPDOC No. 21-07

TO: ALL APPOINTING AUTHORITIES, HUMAN RESOURCES OFFICERS,
AND RECOGNIZED EMPLOYEE ORGANIZATIONS

FROM: JOHN GNODTKE, STATE PERSONNEL DIRECTOR

DATE: DECEMBER 29, 2021

SUBJECT: **AMENDMENTS TO CIVIL SERVICE RULE 5-10, PAID HOLIDAYS AND
LEAVE, AND AMENDMENTS TO REGULATIONS 3.01, ALTERNATIVE
ASSESSMENT AND SELECTION PROCESS; 3.07, APPOINTMENTS
AND JOB CHANGES; 3.14, STATE TRANSITIONAL POSITIONS; 4.01,
CLASSIFICATION ACTIONS REQUIRING CIVIL SERVICE REVIEW;
5.08, PAID HOLIDAYS; 5.10, SICK LEAVE; AND 6.03, DUES AND
FEES DEDUCTION**

A handwritten signature in black ink, appearing to read "John Gnodtke", with a long horizontal line extending to the right.

**This document is available upon request in alternative formats. For further
information, call 517-284-0115.**

At its December 15, 2021 meeting, the commission approved revisions to rule 5-10 providing for an additional paid holiday and for paid funeral leave. The attached revised rulebook reflects these changes, which take effect January 1, 2022.

Also attached are previously circulated amendments to regulations 3.01, 3.07, 3.14, 4.01, 5.08, 5.10, and 6.03. After further consideration, (1) proposed changes to § 3.B.1 of regulation 5.10 are not adopted to avoid possible ambiguity, (2) similar changes are made to § 3.H.1 for consistency in language, and (3) the words "Any" in the second sentence and "Unused" in the final sentence of § 3.H.3 of regulation 5.10 are removed to clarify the one-time availability of funeral leave for each eligible instance.

All regulation changes are adopted effective January 1, 2022.

Attachments