

NOTICES OF PUBLIC INFORMATION

Notices of Public Information contain corrections that agencies wish to make to their notices of rulemaking; miscellaneous rule-making information that does not fit into any other category of notice; and other types of information required by statute to be published in the *Register*. Because of the variety of material that is contained in a Notice of Public Information, the Office of the Secretary of State has not established a specific format for these notices.

NOTICE OF PUBLIC INFORMATION ARIZONA DEPARTMENT OF ADMINISTRATION

[M12-251]

1. The agency name: Arizona Department of Administration

2. The purpose of this Notice of Public Information:

State Personnel System. Pursuant to Laws 2012, Ch. 321, the Arizona Department of Administration (ADOA) has been granted authority to adopt rules relating to personnel and personnel administration for both covered and uncovered employees in the State Personnel System. Section 170, paragraph A, authorizes exemption from the rulemaking requirements of A.R.S. Title 41, Chapter 6, for the purpose of establishing rules pursuant to this Section until April 30, 2013.

In order to implement the provisions of Ch. 321, ADOA anticipates that the rules will include, but not be limited to, the following:

- Classification system
- Recruitment, selection and appointment of candidates
- Changes to employment status
- Compensation system
- Leave benefits and administration
- Performance management
- Procedures for employee complaints alleging discrimination or harassment
- Procedures for discipline and review by ADOA of specified disciplinary actions
- Probationary periods for covered employees
- Grievance and appeal rights for covered employees
- Reduction in force procedures for covered employees

ADOA expects that rules will be added, deleted or modified as necessary. ADOA intends to finalize these rules by September 29, 2012, and will post further information on the exempt rulemakings on its web site. This information will be posted to <http://www.hr.az.gov> under "Personnel Reform."

3. The name and address of agency personnel with whom persons may communicate:

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4. The time during which the agency will accept written comments and the time and place where oral comments may be made:

The rulemakings are exempt from the Administrative Procedures Act and no hearings will be held. ADOA is providing public notice and an opportunity for public comment on these rules. See ADOA's web site, <http://www.hr.az.gov> for further information. Written comments on the exempt rules must be received by close of business September 7, 2012.