



Oregon

John A. Kitzhaber, MD, Governor

Department of Administrative Services

Chief Human Resources Office

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MEMORANDUM

To: Agency Human Resources Managers

From: Madilyn Zike, Chief Human Resources Officer

Date: November 4, 2014

Subject: Policy for Review and Comment
State HR Policy 40.045.01 – Transfers

We invite your agency to review and comment on the proposed revisions to the Transfers policy. Please share this information with staff in your agency and collect their comments.

The policy is attached and can also be viewed on the CHRO Policy Unit's [website](#).

The following summarizes the primary changes to the policy:

- Update unit names
- Removal of outdated language
- Clarification of process (statewide, internal, involuntary, etc.)

Please send your compiled comments to our policy email box at CHRO.Policy@oregon.gov by November 18, 2014. Questions about the changes should be directed to Susan DeJoode (Kirschenmann) at 503-378-5582.