



Oregon

Kate Brown, Governor

Department of Administrative Services

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MEMORANDUM

Transmittal 189

To: Agency Human Resources Managers
From: Madilyn Zike, Chief Human Resources Officer
Date: March 15, 2016
Subject: Policy Update – Transfers 40-045-01

We have revised State HR Policy Transfers. The following summarizes the primary changes in the policy:

State HR Policy 40-045-01 “Transfers”

- Updated division title to CHRO
- General shifting, formatting and grammatical changes throughout the policy
- Defines transfer
- Removal of outdated language
- Clarification of process (statewide, internal, involuntary, etc.)

You can find the new policy on our policy [page](#).

Please call or [email](#) the CHRO Policy Unit if you have any questions.