



# Oregon

Kate Brown, Governor

## Department of Administrative Services

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### MEMORANDUM

**To:** Agency Human Resources Managers

**From:** Madilyn Zike, Chief Human Resources Officer

**Date:** December 3, 2018

**Subject:** Policy Review and Comment – State HR Policy **Temporary Appointments**

We invite your agency to review and comment on the *\*updated* policy Temporary Appointments. Please share this information with staff in your agency and collect their comments.

The policy is attached and will be available shortly online on the CHRO Policy Unit's [website](#).

The following summarizes the primary changes to the policy:

- Changes the temporary year to a calendar year. Adds the definition of the temporary year – January 1 through December 31.

Please send your compiled comments to our policy email box at [CHRO.Policy@oregon.gov](mailto:CHRO.Policy@oregon.gov) by **December 14, 2018**. Questions about the changes should be directed to Carol Williams at (503) 798-2743 or [chro.policy@oregon.gov](mailto:chro.policy@oregon.gov)