



Oregon

Kate Brown, Governor

Department of Administrative Services

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MEMORANDUM

TRANSMITTAL 218

To: Agency Human Resources Managers

From: Madilyn Zike, Chief Human Resources Officer

Date: December 28, 2021

Subject: Policy Updates – Effective January 1, 2022

The CHRO has made changes to the policies listed below to align with laws enacted in the 2021 legislative session and newly bargained collective bargaining agreements. Please share this information with staff in your agency.

The policies are attached and will be available shortly online on the CHRO Policy Unit's website.

The following summarizes the changes:

Policy Changes due to Law

Holiday Leave 60.010.01 – Adds Juneteenth as a state holiday

Military Leave 60.000.25 – Regarding reemployment of service members

Recruitment and Selection 40.010.02 – Requirement change of Driver License in recruitment

Family & Medical Leave 60.000.15 – Expands OFLA eligibility during a public health emergency. Allows for reinstatement of OFLA eligibility for breaks in service/unscheduling less than 180 days.

Candidate Preference in Employment 40.055.03 —New policy to include Veteran's Preference and Malheur County Preference

Discrimination and Harassment Free Workplace 50.010.01- Identifies gender identity as a protected class under Oregon Law

Policy Changes due to Collective Bargaining

Pay Differentials 20.005.01 -Removes the salary range limit on Shift Differential

Special Leaves with Pay 60.000.10 – Adds Natural Disaster Leave and changes Day of Leave to be used in the calendar year.

Trial Service 40.065.01– Allows for the employee to request to be removed from trial service/rights to previous position

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Pay Practices 20.005.10 – Adds agencies will provide written response if equity adjustment is denied

Effect of Position Classification Change on Incumbents 30.005.01 – Changes the effective date of reclassification to the date approved in budget

Policy Repealed

Veteran's Preference in Employment 40.055.03 – Now included in the Candidate Preference in Employment policy

If you have questions, please contact CHRO Policy Unit via email at CHRO.Policy@oregon.gov