

Department of Administrative Services

Chief Human Resources Office 155 Cottage Street NE Salem, OR 97301 FAX: 503-373-7684

MEMORANDUM

TRANSMITTAL 229

To: Agency Human Resources Managers

From: Berri Leslie, Chief Operating Officer

Date: February 13, 2023

Subject: CHRO Policy Updates

The CHRO has made changes to the policies listed. 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:

Management Improper Governmental Conduct 50.090.01– adds (3)(d) *If the subject of the investigation is in the Unclassified Executive Service, the agency's human resources office or agency head shall elevate the investigation to the Chief Human Resources Office.*

Unclassified Service Employment, Investigation and Termination 40.035.01 – Changes the name of the policy to include "Investigation" and adds (2) When the unclassified employee is the subject of an investigation into alleged violation of state human resource policies, the investigation will be elevated to the Chief Human Resources Office.

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