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| <div><div><div>DAS</div><div>DEPARTMENT OF ADMINISTRATIVE SERVICES</div></div><div>STATEWIDE POLICY</div></div> | <div>NUMBER</div> <div>40.035.01</div>   | <div>SUPERSEDES</div> <div>40.035.01<br/>2/13/2023</div> |
|   | <div>EFFECTIVE DATE</div> <div>3/21/2025</div>   | <div>PAGE NUMBER</div> <div>Pages 1 of 2</div>           |
|   | <div>REVIEWED DATE</div>   |  |
| <div>Division</div> <div>Chief Human Resources Office</div>   | <div>Authority</div> <div>ORS 240.145(3); 240.205; 240.240; 240.570</div>                        |  |
| <div>Policy Owner</div> <div>CHRO Policy Unit</div>   |  |  |
| <div>SUBJECT</div> <div>Unclassified Service Employment, Investigation and Termination</div>                    | <div>APPROVED SIGNATURE</div> <div>Signature on file with the Chief Human Resources Office</div> |  |

### **POLICY STATEMENT**

Unclassified employees under ORS 240.205 [excluding subsection (10)] who are unrepresented or excluded from collective bargaining shall serve at the pleasure of the Governor or the agency appointing authority. (This includes employees in positions designated as Unclassified Executive Service in State HR Policy 30.000.01, Position Management.)

### **APPLICABILITY**

Unclassified employees under ORS 240.205 [excluding subsection (10)] who are unrepresented or excluded from collective bargaining.

### **ATTACHMENTS**

None

### **DEFINITIONS**

Refer to State HR Policy 10.000.01, Definitions.

### **POLICY**

- (1) Unclassified employees under ORS 240.205 [excluding subsection (10)] who are unrepresented or excluded from collective bargaining shall serve at the pleasure of the Governor or the agency appointing authority. (This includes employees in positions designated as Unclassified Executive Service in State HR Policy 30.000.01, Position Management.)
  - a) No rule or policy of the Chief Human Resources Office (CHRO) is applicable to these employees unless the rule or policy specifically so indicates.
  - b) Although some personnel rules or policies indicate applicability to the unclassified service for purposes of establishing management directives and/or implementing statutory provisions pertaining to the unclassified service, nothing in those rules or policies creates any type of employment contract, express or implied, or gives these unclassified employees the right to be employed for any specific period of time.

- (2) When an unclassified employee is the respondent of an investigation into alleged violation of state human resources policies, the agency will promptly notify the CHRO for investigation consultation and oversight.
- (3) Unclassified employees serve at the pleasure of the Governor or the agency appointing authority and may be terminated at any time.
- (4) Unclassified employees terminated due to a reduction in force or reorganization may request placement on the statewide reemployment layoff list for the same classification or the same, equal, or lower salary range number. The employee shall submit an application identifying the classification(s) requested. The agency appointing authority shall provide the employee with the results of the minimum qualifications assessment and place the employee on the statewide reemployment layoff list for the qualifying classifications.