



- (1) A classified unrepresented employee shall be given 45 calendar days' notice of an involuntary geographic transfer. An involuntary transfer that is a change of duties or division but not location requires advance notice as determined by the appointing authority.
- (2) A management service employee may be transferred for the good of the service with advance notice as determined by the appointing authority.
- (3) An unclassified executive service employee may be transferred at any time for any reason with notice as determined by the appointing authority.
- (4) If an employee's position is transferred to another location due to a permanent office closure and the employee refuses the transfer, the employee in effect resigns from their position.