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GENERAL CIRCULAR NUMBER 2022-042

DATE: October 7, 2022

TO: Heads of State Agencies and Human Resources Directors

SUBJECT: Proposed Changes to Civil Service Rule 6.10

The State Civil Service Commission will consider proposed changes to Rule 6.10 of the State Civil Service Rules at its regularly scheduled business meeting on Wednesday, November 2, 2022. The meeting will be held in the Louisiana Purchase Room of the Claiborne Building, 1201 North Third Street, Baton Rouge Louisiana, at 9 a.m. Individuals who wish to comment should provide feedback prior to the meeting in writing to the Director of the Department of State Civil Service at Post Office Box 94111, Baton Rouge, Louisiana, 70804-9111. Comments may also be directed to the attention of the civilservicecommission@la.gov.

The proposed changes to Rule 6.10(d) clarify that an appointing authority shall waive a pay increase on promotion, reallocation, or detail to special duty for an employee who has voluntarily demoted without a reduction in pay of at least 7% until such time as the employee surpasses the pay level from which he demoted.

CHAPTER 6: PAY RULES	
CURRENT	PROPOSED
6.10 Rate of Pay Upon Demotion	6.10 Rate of Pay Upon Demotion
Subject to the provisions of Civil Service Rule 6.15 when an employee is demoted for any reason under any circumstances, his pay shall be reduced as follows:	Subject to the provisions of Civil Service Rule 6.15, when an employee is demoted for any reason under any circumstances, his pay shall be reduced <u>fixed</u> as follows:
(a) ...	(a) ...
(b) ...	(b) ...
(c) ...	(c) ...

<p>(d) Subject to the provisions of Rule 6.29, an appointing authority may grant exceptions to this rule for voluntary demotions. An appointing authority shall waive a pay increase on promotion, reallocation, or detail to special duty for an employee who has been demoted without a reduction in pay until such time the employee surpasses the pay level from which he demoted.</p> <p>1. ...</p>	<p>(d) Subject to the provisions of Rule 6.29, an appointing authority may grant exemptions to this rule <u>waive the reduction in pay</u> for voluntary demotions. An appointing authority shall waive a pay increase on promotion, reallocation, or detail to special duty for an employee who has been demoted without a reduction in pay <u>of at least 7%</u> until such time <u>as</u> the employee surpasses the pay leave from which he <u>they</u> demoted.</p> <p>1. ...</p>
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Should you have any questions about the amendments, please contact your agency's Human Resources Office or your Agency Relationship Manager.

Sincerely,

s/Byron P. Decoteau, Jr.
State Civil Service Director