

TABLE OF CONTENTS

July 24, 2020 Volume 44, Issue 30

PROPOSED RULES

BOARD OF EXAMINERS, ILLINOIS

Certificate of Education and Examination Requirements

23 Ill. Adm. Code 1400.....12013

EMPLOYMENT SECURITY, DEPARTMENT OF

Claims, Adjudication, Appeals and Hearings

56 Ill. Adm. Code 2720.....12052

Administrative Hearings and Appeals

56 Ill. Adm. Code 2725.....12055

Academic Personnel

56 Ill. Adm. Code 2915.....12058

LABOR RELATIONS BOARD, ILLINOIS

General Procedures

80 Ill. Adm. Code 1200.....12061

Unfair Labor Practice Proceedings

80 Ill. Adm. Code 1220.....12068

STATE BOARD OF EDUCATION, ILLINOIS

Public Schools, Evaluation, Recognition and Supervision

23 Ill. Adm. Code 1.....12073

Educator Licensure

23 Ill. Adm. Code 25.....12106

Early Childhood Block Grant

23 Ill. Adm. Code 235.....12141

ADOPTED RULES

CENTRAL MANAGEMENT SERVICES, DEPARTMENT OF

Pay Plan

80 Ill. Adm. Code 310.....12146

PUBLIC HEALTH, DEPARTMENT OF

Hospice Programs

77 Ill. Adm. Code 280.....12582

SECRETARY OF STATE, OFFICE OF THE

Issuance of Licenses

92 Ill. Adm. Code 1030.....12607

STATE POLICE, ILLINOIS DEPARTMENT OF

Firearm Dealer License Certification Act

20 Ill. Adm. Code 1232.....12619

EMERGENCY RULES

EMPLOYMENT SECURITY, DEPARTMENT OF

Claims, Adjudication, Appeals and Hearings

56 Ill. Adm. Code 2720.....12656

Administrative Hearings and Appeals

56 Ill. Adm. Code 2725.....	12666
Academic Personnel	
56 Ill. Adm. Code 2915.....	12671
HUMAN RIGHTS, DEPARTMENT OF	
Procedures of the Department of Human Rights	
56 Ill. Adm. Code 2520.....	12676
REQUEST FOR EXPEDITED CORRECTION	
AGRICULTURE, DEPARTMENT OF	
Cannabis Regulation and Tax Act	
8 Ill. Adm. Code 1300.....	12684
SECOND NOTICES RECEIVED	
JOINT COMMITTEE ON ADMINISTRATIVE RULES	
Second Notices Received.....	12689
EXECUTIVE ORDERS AND PROCLAMATIONS	
EXECUTIVE ORDERS	
Amendment to Executive Order 10 (2019) Cementing Illinois' Comprehensive 2020 Census Effort	
2020-46.....	12691
PROCLAMATIONS	
Flag Lowering - Bunn Capital Shooting Springfield	
2020-56.....	12693

INTRODUCTION

The *Illinois Register* is the official state document for publishing public notice of rulemaking activity initiated by State governmental agencies. The table of contents is arranged categorically by rulemaking activity and alphabetically by agency within each category.

Rulemaking activity consists of proposed or adopted new rules; amendments to or repealers of existing rules; and rules promulgated by emergency or peremptory action. Executive Orders and Proclamations issued by the Governor; notices of public information required by State Statute; and activities (meeting agendas; Statements of Objection or Recommendation, etc.) of the Joint Committee on Administrative Rules (JCAR), a legislative oversight committee which monitors the rulemaking activities of State Agencies; is also published in the Register.

The Register is a weekly update of the Illinois Administrative Code (a compilation of the rules adopted by State agencies). The most recent edition of the Code, along with the Register, comprise the most current accounting of State agencies' rulemakings.

The *Illinois Register* is the property of the State of Illinois, granted by the authority of the Illinois Administrative Procedure Act [5 ILCS 100/1-1, et seq.].

ILLINOIS REGISTER PUBLICATION SCHEDULE FOR 2020

Issue#	Rules Due Date	Date of Issue
1	December 23, 2019	January 3, 2020
2	December 30, 2019	January 10, 2020
3	January 6, 2020	January 17, 2020
4	January 13, 2020	January 24, 2020
5	January 21, 2020	January 31, 2020
6	January 27, 2020	February 7, 2020
7	February 3, 2020	February 14, 2020
8	February 10, 2020	February 21, 2020
9	February 18, 2020	February 28, 2020
10	February 24, 2020	March 6, 2020
11	March 2, 2020	March 13, 2020
12	March 9, 2020	March 20, 2020
13	March 16, 2020	March 27, 2020
14	March 23, 2020	April 3, 2020
15	March 30, 2020	April 10, 2020
16	April 6, 2020	April 17, 2020
17	April 13, 2020	April 24, 2020
18	April 20, 2020	May 1, 2020
19	April 27, 2020	May 8, 2020
20	May 4, 2020	May 15, 2020
21	May 11, 2020	May 22, 2020
22	May 18, 2020	May 29, 2020
23	May 26, 2020	June 5, 2020

24	June 1, 2020	June 12, 2020
25	June 8, 2020	June 19, 2020
26	June 15, 2020	June 26, 2020
27	June 22, 2020	July 6, 2020
28	June 29, 2020	July 10, 2020
29	July 6, 2020	July 17, 2020
30	July 13, 2020	July 24, 2020
31	July 20, 2020	July 31, 2020
32	July 27, 2020	August 7, 2020
33	August 3, 2020	August 14, 2020
34	August 10, 2020	August 21, 2020
35	August 17, 2020	August 28, 2020
36	August 24, 2020	September 4, 2020
37	August 31, 2020	September 11, 2020
38	September 8, 2020	September 18, 2020
39	September 14, 2020	September 25, 2020
40	September 21, 2020	October 2, 2020
41	September 28, 2020	October 9, 2020
42	October 5, 2020	October 16, 2020
43	October 13, 2020	October 23, 2020
44	October 19, 2020	October 30, 2020
45	October 26, 2020	November 6, 2020
46	November 2, 2020	November 13, 2020
47	November 9, 2020	November 20, 2020
48	November 16, 2020	November 30, 2020
49	November 23, 2020	December 4, 2020
50	November 30, 2020	December 11, 2020
51	December 7, 2020	December 18, 2020
52	December 14, 2020	December 28, 2020

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

- 1) Heading of the Part: Certificate of Education and Examination Requirements
- 2) Code Citation: 23 Ill. Adm. Code 1400
- 3)

<u>Section Numbers</u> :	<u>Proposed Actions</u> :
1400.20	Amendment
1400.40	Amendment
1400.50	Amendment
1400.60	Amendment
1400.90	Amendment
1400.100	Amendment
1400.105	Amendment
1400.115	Amendment
1400.117	Amendment
1400.140	Amendment
1400.160	Amendment
1400.170	Amendment
1400.177	Amendment
1400.200	Amendment
- 4) Statutory Authority: Implementing and authorized by Sections 2 and 26 of the Illinois Public Accounting Act [225 ILCS 450/2, 26, as amended by P.A. 98-254, effective August 9, 2013].
- 5) A Complete Description of the Subjects and Issues Involved: The proposed amendments would make changes throughout the Part regarding the administration of the Uniform Certified Public Accountant examination. The proposed amendments would also make a number of technical changes to update references and reflect current practices and circumstances.
- 6) Published studies or reports, and sources of underlying data, used to compose this rulemaking: None
- 7) Will this rulemaking replace an emergency rule currently in effect? No
- 8) Does this rulemaking contain an automatic repeal date? No
- 9) Does this rulemaking contain incorporations by reference? No

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

- 10) Are there any other rulemakings pending on this Part? No
- 11) Statement of Statewide Policy Objective: The proposed rulemaking neither creates nor expands any State mandate on units of local government, school districts, or community college districts.
- 12) Time, Place, and Manner in which interested persons may comment on this proposed rulemaking:
- Russ Friedewald, Executive Director
Illinois Board of Examiners
1120 E. Diehl Road, Suite 107
Naperville IL 60563
- 815/753-8900
- 13) Initial Regulatory Flexibility Analysis:
- A) Types of small businesses, small municipalities and not-for-profit corporations affected: Those providing or desiring to provide the services of public accountants and certified public accountants.
- B) Reporting, bookkeeping or other procedures required for compliance: None
- C) Types of professional skills necessary for compliance: Public accounting skills are required.
- 14) Small Business Impact Analysis:
- A) Types of businesses subject to the proposed rule:
- 52 Finance and Insurance
- B) Categories that the agency reasonably believes the rulemaking will impact including:
- i. hiring and additional staffing;
ii. regulatory requirements;
iii. purchasing;

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

- iv. insurance charges;
- v. licensing fees;
- vi. equipment and material needs;
- vii. training requirements;
- viii. record keeping;
- ix. compensation and benefits; or
- x. other potential impacted categories.

- 15) Regulatory Agenda on which this rulemaking was summarized: This rulemaking was not included on either of the 2 most recent agendas because the Department did not anticipate this rulemaking at the time the agendas were filed.

The full text of the Proposed Amendments begins on the next page:

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

TITLE 23: EDUCATION AND CULTURAL RESOURCES

SUBTITLE A: EDUCATION

CHAPTER VI: BOARD OF EXAMINERS

PART 1400

CERTIFICATE OF EDUCATION AND EXAMINATION REQUIREMENTS

Section

1400.10	Administrative Functions
1400.20	Duties of the IBOE
1400.30	Appointment to the Board of Examiners
1400.40	Board Address
1400.50	Organization and Compensation of the Board of Examiners
1400.55	Admission to the Examination; Issuance of Reciprocal Certified Public Accountant Certificates (Repealed)
1400.60	Filing of the Application and Payment of Fees
1400.70	Rebate of Fees
1400.80	Appeals; Hearings
1400.90	The Educational Requirement
1400.100	Examinations – General
1400.105	Examinations – Misconduct
1400.110	Examinations – Uniform Examination – Non-Disclosure – Security
1400.115	Examinations – Required Confidentiality Statements
1400.116	Examination – Violations
1400.117	Examinations – Penalties for Violation of Non-Disclosure Provisions
1400.120	Examinations – Frequency
1400.130	Examinations – Scope
1400.140	Examinations – Length
1400.150	Examinations – Preparations and Scoring
1400.160	Transitional Condition Candidates, Transfer of Credits, Reciprocity and Out-of-State Candidates
1400.170	Re-Examination
1400.175	Candidate Request for Scoring Review
1400.177	Required Exam on Rules of Professional Conduct
1400.180	Certificate of Education and Examination Requirement – Awarding
1400.190	Retention of Records
1400.200	Disposition of Fees
1400.210	Granting Variances

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

AUTHORITY: Implementing and authorized by Sections 2 and 26 of the Illinois Public Accounting Act [225 ILCS 450].

SOURCE: Emergency rule at 5 Ill. Reg. 276, effective December 15, 1980, for a maximum of 150 days; adopted at 5 Ill. Reg. 8303, effective July 31, 1981; emergency amendment at 7 Ill. Reg. 7342, effective June 1, 1983, for a maximum of 150 days; codified at 8 Ill. Reg. 3342; amended at 8 Ill. Reg. 24720, effective December 12, 1984; amended at 10 Ill. Reg. 4237, effective February 21, 1986; amended at 18 Ill. Reg. 14143, effective August 26, 1994; emergency amendment at 19 Ill. Reg. 984, effective January 18, 1995, for a maximum of 150 days; transferred from Chapter V, 23 Ill. Adm. Code 1300 (Board of Trustees) pursuant to 225 ILCS 450, January 1, 1994, at 19 Ill. Reg. 6325; amended at 20 Ill. Reg. 6262, effective May 1, 1996; amended at 21 Ill. Reg. 13315, effective September 26, 1997; amended at 28 Ill. Reg. 4548, effective March 5, 2004; emergency amendment at 28 Ill. Reg. 16485, effective December 17, 2004, for a maximum of 150 days; emergency expired May 15, 2005; amended at 29 Ill. Reg. 19524, effective November 21, 2005; emergency amendment at 31 Ill. Reg. 11373, effective July 27, 2007, for a maximum of 150 days; emergency expired December 23, 2007; amended at 35 Ill. Reg. 16071, effective September 26, 2011; amended at 40 Ill. Reg. 9963, effective July 7, 2016; amended at 41 Ill. Reg. 14932, effective November 21, 2017; amended at 44 Ill. Reg. _____, effective _____.

Section 1400.20 Duties of the IBOE

- a) The Board shall receive all requests for credential evaluations and applications for examinations under the Act, shall examine all evidence pertaining to any request for credential evaluation or application for examination, shall inform candidates, by electronic mail or U.S. First Class Mail, of their eligibility to test and shall issue an Authorization to Test to the qualifying candidates to take the examination sections requested. After paying the appropriate fees to the IBOE and other entities or vendors selected by the IBOE for the administration of the examinations, such as the National Association of State Boards of Accountancy (NASBA), the candidate may contact any approved test vendor to schedule an appropriate date, time and location for the examinations.
- b) The Board shall inform the candidates to contact any approved test vendor for test locations.
- c) The Board may contract with the test vendor to deliver examinations via a Virtual Private Network to designated testing centers.

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

- d) The Board shall approve the scores of all candidates who have taken the examinations and certify the names of the candidates who attain passing scores and satisfy the other qualifications prescribed by the Act and this Part.
- e) The Board shall receive all applications for the certificate of completion of education and examination filed under Section 5 of the Act, shall examine all evidence submitted in support of those applications, and shall certify the names of the applicants whose qualifications have been determined by the Board to comply with this Part.
- f) The Board will, at the request of the candidates and upon payment of the required evaluation fee, [if applicable](#), provide an unofficial [or official](#) evaluation of transcripts to determine any deficiencies. The candidate will not be considered an applicant until the candidate submits a credential evaluation application and pays the full credential evaluation fee.

(Source: Amended at 44 Ill. Reg. _____, effective _____)

Section 1400.40 Board Address

- a) The mailing address of the Board is:

Board of Examiners
1120 E. Diehl Road, Suite 107
Naperville, Illinois 60563
- b) The Board's rules are available for inspection and copying. Notices of Board and Board Committee meetings are posted pursuant to the Open Meetings Act [5 ILCS 120]. Information on the examination, including an application to sit for the examination, the location where the examination is given, qualifications for the examination, and information on the application process are available by contacting the Board at the address in subsection (a); by email at help@ilboe.org; by visiting the Board website at: www.ilboe.org; by telephone at: 815-753-8900; or by [fax/telefax](#) at: 815-753-89538963. A candidate may not submit an application for the examination via fax.:

(Source: Amended at 44 Ill. Reg. _____, effective _____)

Section 1400.50 Organization and Compensation of the Board of Examiners

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

- a) The Board shall annually elect a Chair and a Vice-Chair as officers of the Board, to serve a one year term from August 1 through July 31 of the following year, as follows:
- 1) On or before August 1 of each year, Board members will meet to elect from among the Board members a Chair and Vice-Chair.
 - 2) The order of business at the meeting shall be limited to:
 - A) the election of the Chair and Vice-Chair;
 - B) and establishment of dates for regular Board meetings for the coming fiscal year by the newly elected Board Chair.
 - 3) The meeting shall be presided over by the current year's Chair, or such other Board member as the Board may agree upon.
 - 4) If only one person is nominated for an office, election may be by voice vote. If more than one person is nominated, election shall be by secret ballot. In order to be elected Chair or Vice-Chair, a Board member must receive a majority of the votes cast.
- b) Duties of Chair, Vice-Chair and Board Members; Removal
- 1) The Chair shall preside at and prepare an agenda for all Board meetings. The Chair will make appointments as indicated in subsection (c) ~~of this~~ and shall supervise the activities of the Executive Director in accordance with the Board directives and policies.
 - 2) The Vice-Chair shall preside at Board meetings in the absence of the Chair, shall serve as Chair during any term of disability of the Chair, and shall serve the remainder of the term in the event of the death, resignation or removal of the Chair.
 - 3) The meetings of the Board are subject to all requirements of the Open Meetings Act [5 ILCS 120]. Board members are expected to attend all Board meetings and to accept assignment by the Board Chair to, and attend all meetings of, Board Committees.

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

- 4) An officer of the Board, including the Chair or Vice-Chair, may be removed from that position by the affirmative vote of a majority plus one of all members of the Board taken at any regular Board meeting or at any special Board meeting called for that purpose. Not less than 15 days written notice shall be given to each Board member of the intent to call for a vote to remove the officer from office.
- c) Committees
- 1) The Chair shall appoint the following committees:
- A1) An Administrative Committee, composed of three members, one of whom shall be appointed Chair of the Committee by the Chair of the Board. The function of the Administrative Committee is to review and make recommendations to the Board for changes in the Board rules and policies as may be appropriate or necessary. The Committee shall undertake additional responsibilities as delegated by the Board or the Board Chair.
- B2) A Finance Committee, composed of the Chair or Vice-Chair of the Board, and such additional members as the Board or Board Chair may determine. The Board Chair or Vice-Chair shall serve as Chair of the Finance Committee. The function of the Finance Committee is to prepare and recommend a budget for Board approval, to make ~~those such~~ recommendations for adjustment of fees as it deems necessary or appropriate, and to maintain oversight of the financial operations of the Board, the Board's budget, applicable laws and regulations relating to financial issues, and any accounting procedures adopted by the Board.
- C3) A Nominating Committee, composed entirely of all members of the Board, shall meet as a committee of the whole. The function of the Nominating Committee will be to nominate members of the Board to fill vacancies on the Board and to nominate officers for the Board as set forth in subsection (a). The Nominating Committee shall prepare its recommendations by April 1 of each year for nominations to fill the terms of Board members whose terms expire July 31 of that year. The Nominating Committee

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

shall also meet at such other times as may be necessary to make nominations to fill positions that have been vacated due to the death, resignation or removal of a Board member. In carrying out its duties to nominate individuals to the Board, the Nominating Committee may give preference to current Board members who are eligible for an additional term, unless the individual has requested that he/she not be reappointed. The Nominating Committee may also consider recommendations from past Board members and any professional association of certified public accountants in developing its recommendations. The Nominating Committee shall nominate only that number of individuals as are needed to fill vacancies on the Board. The Nominating Committee shall forward its nominations to the Governor of Illinois.

- D4) A Candidacy Committee, composed of three or more members and the Executive Director as an Ex Officio member, one of whom shall be appointed Chair of the Committee by the Chair of the Board. The function of the Candidacy Committee will be to review questions that arise regarding qualifications of applicants for examination and requests from applicants for a waiver or deferral under Section 2 of the Act, or for other relief under the Americans With Disabilities Act (42 USC 12101) or similar laws, and determine the disposition of ~~those~~such petitions, subject to appeal pursuant to Section 1400.80 ~~of this Part~~. The Candidacy Committee shall also make ~~such~~ recommendations to the Board for promulgation of rules or policies with regard to petitions for waiver or deferral under Section 2 of the Act, or under the Americans With Disabilities Act or similar laws, as it deems appropriate.
- E5) Such other Committees as the Chair or Board shall deem to be necessary to carry out the duties and responsibilities of the Board.
- 26) Except as may be specifically authorized by the Board or this Part, the actions of any Committee shall be advisory only and are subject to approval or rejection by the Board.
- ~~7~~) ~~Except as may be specifically authorized by the Board or by this Part, the actions of any Committee shall be advisory only and are subject to~~

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

~~approval or rejection by the Board.~~

- d) Board and Committee Meetings
- 1) Board meetings shall be held at such times, dates and places as may be determined by the Board Chair or three Board members as follows:
 - A) At its meeting at which officers are elected, establish dates for the following year at which regular meetings of the Board shall take place (see subsection (a));
 - B) ~~Call~~ of the Board Chair, a notice of which shall be communicated to all Board members not less than 15 days prior to the date of the meeting, except as provided in subsection (d)(1)(D). The notice shall specify the subject or subjects to be discussed;
 - C) ~~Call~~ of any three Board members, a notice of which shall be communicated to all Board members not less than 15 days prior to the date of the meeting, except as provided for in subsection (d)(1)(D). The notice shall specify the Board members calling for the meeting and the subject or subjects to be discussed; or
 - D) ~~On~~ an emergency basis, by the Chair or any three Board members, on less than 15 days notice. For an emergency meeting, in which case notice shall be given not less than 48 hours before the meeting. The notice ~~and~~ shall specify the Board members calling for the meeting, ~~and~~ the specific subject or subjects to be discussed, and the emergency that is the basis for calling a meeting under the provisions of this subsection (d)(1)(D).
 - 2) Public notice of all Board and Committee meetings shall be given in accordance with the Open Meetings Act. Committee meetings will be conducted at such times, dates and locations as may be requested by the Board Chair, the Committee Chair, or a majority of the members of any Committee. Any actions taken at a meeting for which notice fails to comply with the notice requirements of this Section or of the Open Meetings Act shall be void and of no effect.
 - 3) A quorum of the Board necessary to conduct the business of the Board

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

shall be a simple majority of the current Board membership. Action of the Board shall be by a majority vote of those present at the Board meeting.

- 4) A quorum of any Board Committee shall be a simple majority of the members appointed to the Committee. Committee action shall be by a simple majority of Committee members present, except as may be specified by the Board Chair or Committee Chair in the case of delegation of specific Board authority to a Committee.
- 5) At all Board and Committee meetings, except hearings conducted under Section 1400.80, a quorum of members must be physically present at the location of the meeting. Attendance of members by video or audio conference is allowed if:
 - A) a quorum of the members is physically present at the meeting location;
 - B) the member is physically prevented from attending due to personal illness, disability, employment requirements, tending to the business of the IBOE, or a family or other emergency; and
 - C) the requirements of the Open Meetings Act are satisfied.
- 6) Attendance by video or audio conference is also allowed as provided in the Open Meetings Act.
- 7) Any Board member may designate another Board member to vote as his or her proxy on his or her behalf on any issue before the Board. To be valid, the designation must be in writing and signed by the Board member so designating, and shall clearly set forth the extent of the grant of authority, the specific issue or issues to which the grant of authority applies, and any limits or restrictions to which the grant of authority is subject. The Board member receiving the proxy authority may, if present, exercise any or all authority granted under the terms of the proxy or may choose to decline exercise of all or any portion of that authority.
- 8) For purposes of this Part, any Board member will be considered present at any meeting of the Board or Board Committee, except hearings conducted under Section 1400.80, if he or she is physically present, has given his or

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

her valid proxy to a Board member who is otherwise present, or takes part in the meeting and deliberations by teleconference and/or video conference.

- 9) ~~In compliance~~Compliance with the Open Meetings Act, ~~the~~The Executive Director shall publish notice of all meetings of the Board and Board Committees by posting a notice and agenda at the Board Office.
- e) Members of the Board of Examiners shall be reimbursed for travel in accordance with the Governor's Travel Control Board Rules (80 Ill. Adm. Code 2800) and the Travel Regulation Council Rules (80 Ill. Adm. Code 3000).

(Source: Amended at 44 Ill. Reg. _____, effective _____)

Section 1400.60 Filing of the Application and Payment of Fees

- a) Applications to take the CPA examination must be made on a form provided by the Board and filed with the Board. An applicant must file an application with the Board, together with official transcripts of academic records to establish eligibility, even if the applicant has tested as a candidate in another jurisdiction. The proper fee must accompany each application for credential evaluation, authorization to test, re-authorization to test, reciprocity, and transfer of examination grades. Applications for evaluation shall be valid for a period of three years after receipt. If an application expires, the candidate shall make new application and pay the required fee, if applicable. The fee schedule is as follows:
- 1) Credentials evaluation:

A)	Domestic credentials evaluation	\$200
B)	Pre-evaluation (no application) Combination of international and domestic credentials evaluation	\$50 <u>\$175</u>
C)	Pre-evaluation (no application)	\$50
 - 2) Authorization and re-authorization to test:

A)	4 different sections	\$120
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ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

- | | | |
|----|-------------------------------------------------------------------------------------------------------|-----------|
| B) | 3 different sections | \$108 |
| C) | 2 different sections | \$ 76 |
| D) | 1 section | \$ 40 |
| 3) | Application for certification by complete transfer of examination grades pursuant to Section 1400.160 | \$345 |
| 4) | Duplicate Certificate of successful completion of Education and Examination | \$ 30 |
| 5) | NSF check fee | \$ 25 |
| 6) | <u>Credit and debit card recovery fee</u> | <u>3%</u> |
- b) The Board shall establish and collect fees reasonably calculated to reimburse its actual cost for reproducing the electronic database of the names and addresses of successful candidates and names and addresses of applicants approved to take the examination, released quarterly, as public information under Section 2 of the Act. For records in any format, the fee shall equal the actual cost of production, not to exceed \$100.
- c) An application will not be considered filed until all application fees required by this Section and all required supporting documents have been received, including proof of identity as determined by the Board and specified on the application form, and official transcripts showing that the candidate has satisfied all education requirements.
- d) The Board or its designee will forward notification of eligibility for the examination to the NASBA national candidate database.
- e) Each candidate shall pay to the Board or its designee a candidate testing fee that includes the actual fees charged by the AICPA, NASBA, or other entity or vendor selected by the Board, and the examination delivery provider for each examination section scheduled by the candidate.

(Source: Amended at 44 Ill. Reg. _____, effective _____)

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

Section 1400.90 The Educational Requirement

- a) Requirements Applicable ~~Before~~Until January 1, 2001
- 1) As provided in Section 3 of the Act, to be admitted to take the examination given before January 1, 2001, a candidate for the Illinois Uniform Certified Public Accountant examination must have successfully completed at least 120 semester hours of acceptable credit. Of the semester hours accepted by the Board, at least 27 semester hours shall be in the study of accounting, auditing and business law, provided not more than 6 semester hours shall be in business law. Candidates may apply to take the Illinois CPA examination during their final term, semester or quarter, but must meet the educational requirements at the time the examination is given.
 - 2) Acceptable credit recognized by the Board is:
 - A) credit earned from a college or university that is a candidate for or is accredited by a regional accrediting association that is a member of the Commission on Recognition of Postsecondary Accreditation (CORPA);
 - B) credit earned at a business school or college of business within the educational institution that is accredited by the American Assembly of Collegiate Schools of Business (AACSB); or
 - C) Association of Collegiate Business Schools and Programs (ACBSP).
- b) Requirements Applicable from January 1, 2001 Until ~~June 30~~July 1, 2013
- 1) To be admitted to take the examination for the first time ~~from~~after January 1, 2001 until ~~June 30~~July 1, 2013, a candidate for the Illinois CPA examination must have successfully completed at least 150 semester hours of acceptable credit and earned a baccalaureate or higher degree. The semester hours accepted by the Board must include an accounting concentration or its equivalent. A candidate will be deemed to have met the education requirement if, as part of the 150 semester hours of education or equivalent as determined by the Board, he or she has met any

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

one of the four conditions listed in subsections (b)(1)(A) through (D). With each of the conditions listed, accounting hours do not include business law, and no more than six semester hours of accounting may be obtained through internships or life-experience.

- A) Earned a graduate degree with a concentration in accounting from a program that is accredited in accounting by an accrediting agency recognized by the Board.
 - B) Earned a graduate degree from a program that is accredited in business by an accrediting agency recognized by the Board and completed at least 24 additional semester hours in accounting at the undergraduate level or 15 semester hours at the graduate level or equivalent combination thereof, including courses covering the subjects of financial accounting, auditing, taxation, and management accounting.
 - C) Earned a baccalaureate degree from a program that is accredited in business by an accrediting agency recognized by the Board and completed 24 semester hours in accounting at the undergraduate or graduate level, including courses covering the subjects of financial accounting, auditing, taxation, and management accounting, and completed at least 24 additional semester hours of business courses, or substantially equivalent (other than accounting) courses, at the undergraduate or graduate level.
 - D) Earned a baccalaureate or higher degree from an accredited educational institution or other institution recognized by the Board, including at least 24 semester hours of accounting at the undergraduate and/or graduate level with at least one course each in financial accounting, auditing, taxation, and management accounting and completed at least 24 additional semester hours in business courses or substantially equivalent (other than accounting) courses at the undergraduate or graduate level.
- 2) For purposes of subsection (b)(1), the formula for conversion of quarter hours to semester hours is to multiply quarter hours by two-thirds.
 - 3) Authorization to Test

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

- A) Except as otherwise provided in subsection (b)(3)(B), proof of satisfactory completion of all educational requirements must be received by the Board before the Board issues an authorization to test.
- B) First time candidates who apply for the examination will be granted provisional approval of in-progress courses taken at domestic institutions. Candidates granted provisional approval shall be allowed 120 days from the date of taking the first section of the examination to provide evidence that all requirements have been completed. No grades will be released to the candidate until all final official credentials are received with degree posted, if required, and eligibility verified by Board staff. If final transcripts verifying completion of all courses for eligibility to sit are not received by the Board within 120 days after taking the first examination section of the computer-based examination, grades for all examination sections authorized with provisional approval will be voided.
- c) Requirements ~~from Applicable Beginning~~ July 1, 2013 Until December 31, 2018
- 1) Examination Qualifications
- A) ~~From Beginning~~ July 1, 2013 until December 31, 2018, an applicant must provide proof of successful completion of:
- i) 150 semester credit hours, as defined, of college or university study; ~~and~~
- ii) a baccalaureate or higher degree; and
- iii) the requirements set out in subsection (c)(3).
- B) Applicants who have taken the Uniform Certified Public Accountant Examination at least once before July 1, 2013 may take the examination under the qualifications in effect when the examination was first taken.

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

- 2) Definitions
- A) Board – Illinois Board of Examiners (IBOE).
 - B) Semester Credit Hours or SCH – accredited college or university semester credit hours.
 - C) 150 SCH – minimum number of credit hours earned and posted to the applicant's official college or university transcripts.
 - D) Conversion of Quarter Credit Hours to SCH – quarter credit hours may be converted to SCH by multiplying quarter credit hours by two-thirds.
 - E) Internship – faculty approved and appropriately supervised short-term work experience, usually related to student's major field of study, for which the student earns academic credit as posted to the applicant's official college or university transcripts.
 - F) Life Experience – college level life experience posted on a college or university transcript as academic credit that has been assessed by appropriate faculty and/or staff of that institution as earned competence. Those areas addressed in the review of life experience should, at a minimum, contain the context of the experience in relation to work and studies and a detailed description of the experience.
 - G) Colleges or Universities – Board-recognized institutions of higher education accredited by a national or regional accrediting association recognized by the Council for Higher Education Accreditation (CHEA), the U.S. Department of Education (USDE) and/or any accreditation organization approved by the Board. Recognition means the accrediting organization is certified as legitimate and competent. An individual program within a larger accredited institution may be separately accredited by a professional or specialized organization. Business schools recognized by the Board are accredited by [AACSB – The International Association of Management Education or the Accreditation Council for the Association to Advance Collegiate](#)

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

~~Schools of Business (AACSB) or the Association of Collegiate Business Schools and Programs (ACBSP).~~

- H) Integration of Subject Matter – program of learning in which certain subjects that may be discrete courses in some colleges or universities are integrated or embedded within related courses. Colleges or universities that use an integrated approach to cover multiple course subjects will need to provide evidence of the required coverage. Acceptance of integration of any subject matter is subject to Board approval. Proof of coverage may be provided through specific evaluation by a national accrediting organization recognized by CHEA, such as AACSB or ACBSP, in which evidence is provided to assure the Board that the respective subjects adequately cover the desired content.
- I) Ethics – program of learning that provides a framework of ethical reasoning, professional values and attitudes for exercising professional skepticism and other behavior that is in the best interest of the public and profession. At a minimum, an ethics program should provide a foundation for ethical reasoning and the core values of integrity, objectivity and independence.
- J) Graduate Accounting Credit Hours – hours earned in courses classified by the ~~college or~~ university as post-secondary level courses leading to a master's degree. For purposes of meeting the accounting hours requirement, one graduate SCH is equivalent to 1.6 SCH earned at the undergraduate level.
- K) Applicant – person who has applied to sit for the Uniform Certified Public Accountant Examination.
- L) Research and Analysis in Accounting or R&A may be a stand-alone course or integrated into a related course or courses. If integrated in a related course or courses, colleges and universities will determine the amount of R&A that will be credited within the related course toward satisfying the R&A requirement.
- M) Business Communication or BC may be a stand-alone course or integrated into a related course or courses. If integrated in a

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

related course or courses, colleges and universities will determine the amount of BC that will be credited within the related course toward satisfying the BC requirement.

- N) Authorization to Test or ATT – issued to candidates approved by the Board of Examiners to take the Certified Public Accountant (CPA) Examination.
 - O) National Association of State Boards of Accountancy or NASBA – the national organization for all State Boards of Accountancy.
- 3) Examination Admittance
An applicant will be deemed to have met the educational requirement ([see subsection \(c\)\(4\)](#)) if, as part of the 150 SCH of education, or equivalent as determined by the Board, the applicant has met any one of the following three conditions:
- A) Earned a graduate degree from an accounting program that is accredited in accounting by an accrediting agency recognized by the Board (see subsection (c)(2)(G));
 - B) Earned a graduate degree from a business or accounting program that is accredited in business by an accrediting agency recognized by the Board (see subsection (c)(2)(G)) and completed at least 30 SCH in accounting as described in subsection (c)(4) at the undergraduate [and/or graduate](#) level;
 - C) Earned a baccalaureate or higher degree (except as defined [in \(c\)\(3\)\(A\) or \(B\)](#)) from an accredited education institution recognized by the Board (see subsection (c)(2)(G)) and:
 - i) completed 30 SCH in accounting, as described in subsection (c)(4), at the undergraduate level, or the equivalent at the graduate level; and
 - ii) completed at least 24 SCH in business other than accounting, as described in subsection (c)(5), at the undergraduate or graduate level.

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

- 4) Accounting Course Requirements
- A) Research and Analysis in accounting courses are those courses commonly included in the accounting curriculum. The required 30 SCH in accounting must include:
- i) Financial accounting;
 - ii) Auditing;
 - iii) Taxation;
 - iv) Management accounting; and
 - v) Research and Analysis (at least two SCH).
- B) Internships and life experience credits included in the 30 SCH in accounting are limited to a maximum of three SCH.
- C) A maximum of three SCH of accounting internships and/or life experience credit hours may be included in the 30 SCH in accounting. Additional business internship and/or life experience credit hours may be used to meet a maximum of three SCH in business internships or life experience. An additional six SCH of internship and/or life experience credit hours may count toward satisfying the non-accounting or non-business hours required to sit for the CPA examination.
- 5) Business Course Requirements
- A) Business courses are those courses commonly included in the business curriculum.
- B) Internships and life experience credits included in the 24 SCH in business are limited to a maximum of three SCH.
- C) A maximum of three SCH of business internships and/or life experience credit hours may be included in the 24 SCH in business. ~~Additional business internship and/or life experience~~

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

~~credit hours may be used to meet a maximum of three SCH in accounting internships or life experience.~~ An additional six SCH of internship and/or life experience credit hours may count toward satisfying the non-accounting or non-business hours required to sit for the CPA examination.

- D) The 24 SCH in business must include two SCH in business communication and three SCH in business ethics. The subject matter may be discrete courses or integrated throughout the undergraduate or graduate accounting curriculum or business curriculum. For example, if a three SCH course in accounting includes one SCH in business ethics, two SCH may count toward accounting requirements and one SCH may count toward the business ethics requirement.
- 6) Evaluation of International Credentials
NASBA is the only organization authorized by the Board to conduct international credential evaluations on behalf of the Board. Evaluations of international credentials completed by outside agencies other than IBOE or NASBA are not accepted. Factors that are considered when evaluating foreign educational credentials are:
- A) The official status of the institution that issued the credentials;
- B) The type of education that the credential represents: secondary, tertiary, academic, technical, vocational, pre-professional, in-service, or part of a certificate, diploma or degree program;
- C) The authenticity of the credential;
- D) The role the credential plays in the educational system of the country from which it came;
- E) The recognition of the credential in the country where the candidate is from; and
- F) The U.S. equivalent of the quantity and quality of education the credential represents.

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

- 7) Authorization to Test
- A) Except as otherwise provided in subsection (c)(7)(B), proof of satisfactory completion of all educational requirements must be approved by the Board before the Board will issue an authorization to test.
- B) First time candidates who apply for the examination will be granted provisional approval of in-progress courses taken at domestic institutions. The Board must receive all final transcripts from provisional candidates, including degree posted (if required), within 150 days ~~after~~~~from~~ the date of taking the first section of the examination. ~~No grades will be released to the candidate until all final official credentials are received and eligibility verified by Board staff.~~ If final transcripts verifying completion of all courses for eligibility to sit are not received by the Board within 150 days after taking the first examination section of the computer-based examination, grades for all examination sections authorized with provisional approval will be voided.
- C) Provisional Candidates
- i) Provisional candidates completing required courses in the spring term must complete at least one section of the CPA examination by ~~October~~~~September~~ 1 of the same year or the provisional status will be revoked.
- ii) Provisional candidates completing required courses in the summer term must complete at least one section of the CPA examination by ~~January~~~~December~~ 1 of the ~~following~~~~same~~ year or the provisional status will be revoked.
- iii) Provisional candidates completing required courses in the fall term must complete at least one section of the CPA examination by ~~April~~~~March~~ 1 of the following year or the provisional status will be revoked.
- iv) Provisional candidates completing required courses in the winter term must complete at least one section of the CPA

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

examination by ~~July~~June 1 of the same year or the provisional status will be revoked.

- D) Only one provisional ATT will be issued per candidate and no changes to the courses in progress may be made once received and approved by the Board.

d) Requirements Applicable Beginning January 1, 2019

1) Examination Qualifications

- A) Beginning January 1, 2019, an applicant must provide proof of successful completion of:

- i) 150 semester credit hours, as defined, of college or university study;
ii) a baccalaureate or higher degree; and
iii) the requirements set out in subsection (d)(3).

- B) Applicants who have taken the Uniform Certified Public Accountant Examination at least once before January 1, 2019 may take the examination under the qualifications in effect when the examination was first taken.

2) Definitions

- A) Board – Illinois Board of Examiners (IBOE).
B) Semester Credit Hours or SCH – accredited college or university semester credit hours.
C) 150 SCH – minimum number of credit hours earned and posted to the applicant's official college or university transcripts.
D) Conversion of Quarter Credit Hours to SCH – quarter credit hours may be converted to SCH by multiplying quarter credit hours by two-thirds.

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

- E) Internship – faculty approved and appropriately supervised short-term work experience, usually related to the student's major field of study, for which the student earns academic credit as posted to the applicant's official college or university transcripts.
- F) Life Experience – college level life experience posted on a college or university transcript as academic credit that has been assessed by appropriate faculty and/or staff of that institution as earned competence. Those areas addressed in the review of life experience should, at a minimum, contain the context of the experience in relation to work and studies and a detailed description of the experience.
- G) Colleges or Universities – Board-recognized institutions of higher education accredited by a national or regional accrediting association recognized by the Council for Higher Education Accreditation (CHEA), the U.S. Department of Education (USDE), and/or any accreditation organization approved by the Board. Recognition means the accrediting organization is certified as legitimate and competent. An individual program within a larger accredited institution may be separately accredited by a professional or specialized organization. Business schools recognized by the Board are accredited by AACSB – The International Association for Management Education or ACBSP – the Accreditation Council for Business Schools and Programs (ACBSP).
- H) Integration of Subject Matter – program of learning in which certain subjects that may be discrete courses in some colleges or universities are integrated or embedded within related courses. Colleges or universities that use an integrated approach to cover multiple course subjects will need to provide evidence of the required coverage. Acceptance of integration of any subject matter is subject to Board approval. Proof of coverage may be provided through specific evaluation by a national accrediting organization recognized by CHEA, such as AACSB or ACBSP, in which evidence is provided to assure the Board that the respective subjects adequately cover the desired content.

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

- I) Ethics – program of learning that provides a framework of ethical reasoning, professional values and attitudes for exercising professional skepticism and other behavior that is in the best interest of the public and profession. At a minimum, an ethics program should provide a foundation for ethical reasoning and the core values of integrity, objectivity and independence.
- J) Graduate Accounting Credit Hours – hours earned in courses classified by the university as post-secondary level courses leading to a master's degree. For purposes of meeting the accounting hours requirement, one graduate SCH is equivalent to 1.6 SCH earned at the undergraduate level.
- K) Applicant – person who has applied to sit for the Uniform Certified Public Accountant Examination.
- L) Business Communication or BC – may be a stand-alone course or integrated into a related course or courses. If integrated in a related course or courses, colleges and universities will determine the amount of BC that will be credited within the related course toward satisfying the BC requirement.
- M) Authorization to Test or ATT – issued to candidates approved by the Board of Examiners to take the Certified Public Accountant (CPA) Examination.
- N) National Association of State Boards of Accountancy or NASBA – the national organization for all State Boards of Accountancy.
- 3) Examination Admittance
An applicant will be deemed to have met the educational requirement if, as part of the 150 SCH of education, or equivalent as determined by the Board, the applicant has met any one of the following three conditions:
- A) Earned a graduate degree from an accounting program that is accredited in accounting by an accrediting agency recognized by the Board (see subsection (d)(2)(G));

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

B) Earned a graduate degree from a business or accounting program that is accredited in business by an accrediting agency recognized by the Board (see subsection (d)(2)(G)) and completed at least 30 SCH in accounting as described in subsection (d)(4) at the undergraduate or graduate level;

C) Earned a baccalaureate or higher degree (except as defined in (d)(3)(A) or (B)) from an accredited education institution recognized by the Board (see subsection (d)(2)(G)) and:

i) completed 30 SCH in accounting, as described in subsection (d)(4), at the undergraduate level, or the equivalent at the graduate level; and

ii) completed at least 24 SCH in business other than accounting, as described in subsection (d)(5), at the undergraduate or graduate level.

4) Accounting Course Requirements

A) The required 30 SCH in accounting must include:

i) Financial accounting;

ii) Auditing;

iii) Taxation; and

iv) Management accounting.

B) Internships and life experience credits included in the 30 SCH in accounting are limited to a maximum of three SCH.

C) A maximum of three SCH of accounting internships and/or life experience credit hours may be included in the 30 SCH in accounting. Additional accounting internship and/or life experience credit hours may be used to meet a maximum of three SCH in business internships or life experience. An additional six SCH of internship and/or life experience credit hours may count

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

toward satisfying the non-accounting or non-business hours required to sit for the CPA examination.

5) Business Course Requirements

- A) Business courses are those courses commonly included in the business curriculum.
- B) Internships and life experience credits included in the 24 SCH in business are limited to a maximum of three SCH.
- C) A maximum of three SCH of business internships and/or life experience credit hours may be included in the 24 SCH in business. An additional six SCH of internship and/or life experience credit hours may count toward satisfying the non-accounting or non-business hours required to sit for the CPA examination.
- D) The 24 SCH in business must include two SCH in business communication and three SCH in business ethics. The subject matter may be discrete courses or integrated throughout the undergraduate or graduate accounting curriculum or business curriculum. For example, if a three SCH course in accounting includes one SCH in business ethics, two SCH may count toward accounting requirements and one SCH may count toward the business ethics requirement.

6) Evaluation of International Credentials

NASBA is the only organization authorized by the Board to conduct international credential evaluations on behalf of the Board. Evaluations of international credentials completed by outside agencies other than IBOE or NASBA are not accepted. Factors that are considered when evaluating foreign educational credentials are:

- A) The official status of the institution that issued the credentials;
- B) The type of education that the credential represents: secondary, tertiary, academic, technical, vocational, pre-professional, in-service, or part of a certificate, diploma or degree program;

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

- C) The authenticity of the credential;
 - D) The role the credential plays in the educational system of the country from which it came;
 - E) The recognition of the credential in the country where the candidate is from; and
 - F) The U.S. equivalent of the quantity and quality of education the credential represents.
- 7) Authorization to Test
- A) Except as otherwise provided in subsection (d)(7)(B), proof of satisfactory completion of all educational requirements must be approved by the Board before the Board will issue an authorization to test.
 - B) First time candidates who apply for the examination in their final exam will be granted provisional approval of in-progress courses taken at domestic institutions. The Board must receive all final transcripts from provisional candidates, including degree posted (if required), within 150 days after the date of taking the first section of the examination. If final transcripts verifying completion of all courses for eligibility to sit are not received by the Board within 150 days after taking the first examination section of the computer-based examination, grades for all examination sections authorized with provisional approval will be voided.
 - C) Provisional Candidates
 - i) Provisional candidates completing required courses in the spring term must complete at least one section of the CPA examination by October 1 of the same year or the provisional status will be revoked.
 - ii) Provisional candidates completing required courses in the summer term must complete at least one section of the CPA

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

examination by January 1 of the following year or the provisional status will be revoked.

iii) Provisional candidates completing required courses in the fall term must complete at least one section of the CPA examination by April 1 of the following year or the provisional status will be revoked.

iv) Provisional candidates completing required courses in the winter term must complete at least one section of the CPA examination by July 1 of the same year or the provisional status will be revoked.

(Source: Amended at 44 Ill. Reg. _____, effective _____)

Section 1400.100 Examinations – General

Examinations as prescribed in the Act shall be held at the date, times and locations determined by the Board's approved vendor, unless the Board determines otherwise, in which case, the Board will post the date, times and locations of the examinations on its website.

(Source: Amended at 44 Ill. Reg. _____, effective _____)

Section 1400.105 Examinations – Misconduct

- a) Misconduct is a serious matter and is strictly prohibited.
- b) The following actions will be considered misconduct:
 - 1) Communication between candidates inside or outside the examination room, or copying via any media another candidate's answer, ~~while the examination is in progress.~~
 - 2) Communication with others outside the examination room ~~while the examination is in progress.~~
 - 3) Substitution of a candidate by another person to sit in the examination room to write one or more of the ~~examination~~ examination papers.

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

- 4) Possession of and/or reference to crib sheets, textbooks, electronic media or other material inside or outside the examination room while the examination is in progress.
 - 5) Divulging any specific content of the examination in any form.
 - 6) Using or attempting to use any method, device, mechanism, scheme or communication while the examination is in progress for the purpose of, or with the intent of, gaining access to information to assist a candidate in answering questions on the examination.
 - 7) Failure to follow written or oral instructions regarding procedures and conduct of the examination.
 - 8) Any other actions of misconduct as may be determined by the Board's approved vendor.
- c) Penalties
- 1) Any candidate found guilty of misconduct is subject, at the discretion of the Board and depending on the seriousness of the violation, to one or more of the following penalties:
 - A) disqualification from credit for the section of the exam on which the misconduct took place or for the entire exam;
 - B) a ban from retaking the exam for not less than three or more than five years.
 - 2) The enumeration of the penalties in this Section shall not preclude imposition of other penalties or liabilities as may be provided by civil or criminal laws.

(Source: Amended at 44 Ill. Reg. _____, effective _____)

Section 1400.115 Examinations – Required Confidentiality Statements

Every person who will, at any time during the examination process, have access to the examination questions shall, prior to the time he or she is given access, comply with the

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

following:

- a) Applicants. Each applicant for admission to the examination shall include, with his or her application to sit for the examination, a confidentiality statement separately signed by the applicant, in substantially the following form:

"I agree to keep confidential and not disclose in any manner whatsoever, in whole or in part, any information concerning the Uniform CPA Examination questions or content that I acquire as a result of taking the examination. I acknowledge that this information is valuable property belonging to the American Institute of Certified Public Accountants that will be disclosed only to candidates who sit for the Uniform Certified Public Accountant Examination. I understand that any breach of the confidentiality or non-disclosure requirements of the examination may result in expulsion from the examination, disqualification from taking the examination for up to five years from the date of the breach, and voiding of any grades received. I understand that a breach will also constitute an infringement of the copyright of the American Institute of CPAs, which will entitle the AICPA to injunctive relief and may also subject me to additional civil penalties including but not limited to monetary damages and attorneys fees."

Failure or refusal of an applicant to sign and submit the statement with his or her application shall render the application incomplete and will result in refusal to accept the application.

- b) Candidates. All candidates for the examination will be required, prior to the examination, to read and sign a confidentiality statement in substantially the following form:

"I hereby attest that I will not divulge the nature or content of any question or answer on this examination to any individual or entity, and I will report to the Board of Examiners any solicitations and disclosures of which I become aware. I will not remove, or attempt to remove, any Uniform CPA Examination materials, notes, or other unauthorized materials from the examination room. I understand that failure to comply with this attestation may result in invalidation of my grades, disqualification from future examinations, and possible civil penalties and liability."

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

~~Any examination booklet that does not include the signature of the candidate attesting to the above statement will render the candidate's examination null and void.~~

- e) ~~Board members. Every Board member who has access to the examination material shall, prior to being given access to the materials, sign a Confidentiality Statement agreeing that he/she will maintain the confidentiality and non-disclosed nature of the examination. The statement shall be in substantially the following form:~~

~~"I hereby agree and warrant that, except as necessary to carry out the duties and responsibilities as a Board member, I will not read the examination questions and will not permit any person, except candidates duly admitted to the examination and then only at the sanctioned time and location, and such other persons specifically authorized by the Board, to read the questions on the examination. I will not reveal the nature or content of any question appearing on the examination, or any examination procedures, to any individual or entity, and will report to the Board any solicitations or disclosures of which I become aware. I understand that the Uniform CPA Examination is owned and copyrighted by the AICPA and that the examination questions are confidential and subject to ownership right protection under law. I agree to cooperate with any security briefing, interview, or investigation conducted by the Board, the AICPA, or any other lawful authority. I hereby represent and warrant that I do not now nor will I in the future without explicit written permission of the Board and the AICPA:~~

- ~~1) publish any article or book or in any other way disclose or divulge any unpublished Uniform CPA Examination questions;~~
- ~~2) quote from any unpublished AICPA document prepared by its Board of Examiners or Examinations Division; or~~
- ~~3) engage in any activity or enter into any relationship that might involve or appear to others to involve a conflict of interest with my position as a Board member.~~

~~I also hereby represent and warrant that I do not now nor will I for one year following termination of my relationship with the Board, without~~

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

~~explicit written permission of the Board, participate in any capacity in a CPA Examination coaching review course either as a business, as part of my professional practice, or at a university or college. I acknowledge that monetary damages may be inadequate to protect against breach of this confidentiality agreement, and I hereby consent to the granting of injunctive relief in favor of the Board or the AICPA enjoining breach of the agreements and warranties made herein without proof of actual damages."~~

- d) ~~Others. Each examination proctor, Board employee or agent and any other person who has access to examination material shall, prior to being given access to the materials, sign a Confidentiality Statement agreeing that he/she will maintain the confidentiality and non-disclosed nature of the examination. The statement shall be in substantially the following form:~~

~~"I hereby agree and warrant that I will not read the examination questions and will not permit any person, except candidates duly admitted to the examination and then only at the sanctioned time and location, and such other persons specifically authorized by the Board, to read the questions on the examination. I will not reveal the nature or content of any question appearing on the examination, or any examination procedures, to any individual or entity, and will report to the Board any solicitations or disclosures of which I become aware. I understand that the Uniform CPA Examination is owned and copyrighted by the AICPA and that the examination questions are confidential and subject to ownership right protection under law. I agree to cooperate with any security briefing, interview, or investigation conducted by the Board, the AICPA, or any other lawful authority. I hereby represent and warrant that I do not now nor will I in the future without explicit written permission of the Board and the AICPA:~~

- ~~1) publish any article or book or in any other way disclose or divulge any unpublished Uniform CPA Examination questions;~~
- ~~2) quote from any unpublished AICPA document prepared by its Board of Examiners or Examinations division; or~~
- ~~3) engage in any activity or enter into any relationship that might involve or appear to others to involve a conflict of interest with my~~

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

~~employment as a proctor, employee or agent of the Board.~~

~~I also hereby represent and warrant that I do not now nor will I for one year following termination of my relationship with the Board, without explicit written permission of the Board, participate in any capacity in a CPA Examination coaching review course either as a business, as part of my professional practice, or at a university or college. I acknowledge that monetary damages may be inadequate to protect against breach of this confidentiality agreement, and I hereby consent to the granting of injunctive relief in favor of the Board or the AICPA enjoining breach of the agreements and warranties made herein without proof of actual damages."~~

- e) ~~Grandfather Clause. Any Board member appointed to the Board prior to July 1, 1996 who participates in any capacity in a CPA Examination coaching or review course, may continue such activity notwithstanding the provisions of subsection (e) above. Such Board member shall not, however, participate in any examination or other Board activities in such a manner that he/she may have access to the examination questions.~~

(Source: Amended at 44 Ill. Reg. _____, effective _____)

Section 1400.117 Examinations – Penalties for Violation of Non-Disclosure Provisions

Any person who violates the confidentiality statement set forth in Section 1400.110 shall be subject to the following penalties:

- a) A candidate who violates the provisions of the confidentiality statement required in Section 1400.110 shall be banned from sitting for the Illinois CPA examination for a period of not less than three years. If the violator sits for the examination, his or her examination shall be considered null and void, and any grades obtained by the violator shall likewise be considered null and void. The Board shall also forward the violator's name to the AICPA, the National Association of State Boards of Accountancy, and other state boards as appropriate, advising them of the violation and the penalty imposed by the Board.
- b) Penalties Non-Exclusive. The penalties provided for in this Section are in addition to any and all other penalties that may otherwise be provided by law. Nothing in this Part shall be construed to in any way limit other remedies,

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

including but not limited to injunctive relief and liability for compensatory damages sustained by the Board, AICPA or others.

(Source: Amended at 44 Ill. Reg. _____, effective _____)

Section 1400.140 Examinations – Length

The time allotted to the examination in each subject shall be determined by the Board and shall be printed on the Notice to Schedule~~letter of approval~~.

- a) A candidate may take the required examination sections individually and in any order. Credit for any examination sections passed shall be valid for 18 months from the actual date the candidate takes that section.
- ~~b)~~ ~~An examination window is a three-month period in which candidates have an opportunity to take the examination (comprised of two months in which the examination is available to be taken and one month in which the examination will not be offered).~~
- ~~b~~e) Candidates must pass all four sections of the examination within an 18-month period that begins on the date ~~of that~~ the first passed section ~~passed is taken~~.
- ~~c~~d) In the event all four sections of the examination are not passed within the 18-month period, credit for any section or sections passed outside the 18-month period will expire and ~~that those~~ test section or sections must be retaken such that all four sections are passed within an 18-month period. Re-authorization to test is required to re-take failed or expired exam sections.
- ~~d~~e) A candidate shall be deemed to have passed the examination once the candidate holds at the same time valid credit for passing each of the four examination sections. Credit for passing a section of the computer-based examination is valid from the actual date of the testing event for that section, regardless of the date the candidate actually receives notice of the passing score.
- ~~e~~f) The time limitation within which a candidate is required to pass subjects under this Section shall not include any period during which the candidate serves in active duty with the armed forces of the United States.

(Source: Amended at 44 Ill. Reg. _____, effective _____)

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

Section 1400.160 Transitional Condition Candidates, Transfer of Credits, Reciprocity and Out-of-State Candidates

- a) Scoring Scale. The examinations shall be scored on the scale of ~~99~~100. The passing score in each subject is 75. Scores shall be certified by the Illinois Board of Examiners. Upon receipt of advisory scores from AICPA, or other entity or vendor selected by the Board for that purpose, the Board will review and may adopt the examination scores and will report the official results to the candidate. The passing score will be established through a psychometrically accepted standard-setting procedure approved by the Board.
- b) Candidate Who Took the Exam for Another Jurisdiction
 - 1) All candidates who took the exam for another jurisdiction must have all scores forwarded to the Illinois Board directly from the jurisdiction for which they sat.
 - 2) A candidate shall retain credit for any and all test sections of an examination passed in another jurisdiction if that credit would have been awarded, under then applicable requirements, had the candidate taken the examination as an Illinois candidate.
 - 3) A candidate who applies for a transfer of ~~credits~~ from another jurisdiction shall pay the credential evaluation fee and the application fee for any section not passed upon submission of the initial application to test as an Illinois candidate; thereafter, the fee shall be for re-authorization to test for each section not passed.
- c) Transfer of Credits by Candidate Who Has Passed the Examination as a Candidate from Another Jurisdiction
 - 1) A candidate who has passed the entire examination in another jurisdiction, ~~but who is ineligible to obtain a certificate from the other jurisdiction~~ may transfer the credits and receive a certificate in Illinois provided:
 - A) the educational requirements of the Illinois statute were met at the time of initially taking the exam or at the sitting at which the candidate initially ~~conditioned or~~ passed the exam; and

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

- B) the applicant would be entitled to an Illinois certificate if the examination had been taken under the Illinois statute and this Part.
- 2) The fee in force must accompany the application for a transfer of credits for the entire examination.
- 3) Transfer of credits shall be accepted if ~~that such~~ credit would have been given had the candidate taken the examination as an Illinois candidate under then applicable requirements.
- d) Certificates by Acceptance of IQEX
- 1) The Board shall issue a certificate, without examination, to any international ~~applicant accountant~~ who has passed the AICPA uniform qualifying examination for that jurisdiction acceptable to the Board.
- 2) The fee in force shall be payable by the applicant at the time of filing of the application for a certificate by reciprocity.
- e) ~~Out of State Candidates~~
~~Applicants who have been issued a Notice to Schedule to test from any jurisdiction may request to test at any authorized testing center in Illinois.~~

(Source: Amended at 44 Ill. Reg. _____, effective _____)

Section 1400.170 Re-Examination

Re-examination candidates are candidates who have previously paid for at least one part of the CPA exam. The application fee in force shall be paid for re-authorization to test (see Section 1400.60).

(Source: Amended at 44 Ill. Reg. _____, effective _____)

Section 1400.177 Required Exam on Rules of Professional Conduct

- a) After December 31, 2004, before a candidate may be awarded a certificate (Illinois Certificate) certifying completion of educational and examination

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

requirements, applicants shall be required to pass a separate examination on the rules of professional conduct.

- 1) Applicants who sit for and pass all four parts of the Uniform Certified Public Accountant Examination prior to January 1, 2005 are not required to take or pass the separate examination on the rules of professional conduct.
 - 2) Illinois candidates who successfully complete the Uniform Certified Public Accountant Examination on or after January 1, 2005 are required to pass a separate examination on the rules of professional conduct before they may be awarded a certificate of completion of educational and examination requirements.
 - 3) Applicants who have taken and passed the Uniform Certified Public Accountant Examination in other states who apply for an Illinois CPA Certificate by transfer of credits to Illinois on or after January 1, 2005 are required to pass a separate examination on the rules of professional conduct before they may be awarded an Illinois Certificate.
- b) Information regarding the examination on the rules of professional conduct will be included with the score reports sent to successful candidates.
 - c) The Board makes use of "Professional Ethics: The AICPA's Comprehensive Course". Upon the Board's receipt of notification directly from AICPA [or the candidate](#) that the candidate has successfully completed the examination course with a minimum 90% score, the Board will approve the candidate's certification and notify the candidate of the certificate number and date of issue.

(Source: Amended at 44 Ill. Reg. _____, effective _____)

Section 1400.200 Disposition of Fees

The fees from applicants shall be deposited with the Comptroller of ~~Northern~~ Northern Illinois University, or such other entity as designated by IBOE, who shall keep a separate account, on behalf of IBOE, of all receipts and expenditures under the law. This account is to be used only by the Board of Examiners and any interest earned on the account belongs to the Board of Examiners.

ILLINOIS BOARD OF EXAMINERS

NOTICE OF PROPOSED AMENDMENTS

(Source: Amended at 44 Ill. Reg. _____, effective _____)

DEPARTMENT OF EMPLOYMENT SECURITY

NOTICE OF PROPOSED AMENDMENT

- 1) Heading of the Part: Claims, Adjudication, Appeals and Hearings
- 2) Code Citation: 56 Ill. Adm. Code 2720
- 3) Section Number: 2720.130 Proposed Action:
Amendment
- 4) Statutory Authority: Implementing and authorized by Sections 239, 409, 500, 604, 612, 700, 701, 702, 703, 705, 706, 800, 801, 803, 804, 805, 1000, 1001, 1002, 1004, 1200, 1502.4, 1700, 1701, 2300, 2301, 2302 and 2304 of the Unemployment Insurance Act [820 ILCS 405/239, 409, 500, 604, 612, 700, 701, 702, 703, 705, 706, 800, 801, 803, 804, 805, 1000, 1001, 1002, 1004, 1200, 1502.4, 1700, 1701, 2300, 2301, 2302 and 2304].
- 5) A Complete Description of the Subjects and Issues Involved: In response to the economic downturn brought about by the COVID-19 pandemic, Section 612 of the Unemployment Insurance Act was recently amended to remove the between term and within term disqualification applicable to non-professional educational employees. However, the between term and within term disqualification is still in place for professional educational employees. This amendment allows educational employers to report to the Illinois Department of Employment Security which employees are professional employees in order to expedite the processing of claims for eligible claimants for unemployment insurance benefits and to expedite the protest process with respect to claimants who are still under the disqualification provisions of Section 612 of the Act. Under this amendment to the rule, educational employers that provide the Department with the list of professional employees will have party status to protest the claims of any individuals on the list as to Section 612 of the Act.
- 6) Published studies or reports, and sources of underlying data, used to compose this rulemaking: None
- 7) Will this rulemaking replace an emergency rule currently in effect? Yes
- 8) Does this rulemaking contain an automatic repeal date? No
- 9) Does this rulemaking contain incorporations by reference? No
- 10) Are there any other rulemakings pending on this Part? Yes

DEPARTMENT OF EMPLOYMENT SECURITY

NOTICE OF PROPOSED AMENDMENT

Section Number: 2720.5 Proposed Action: Amendment Illinois Register Citation: 44 Ill. Reg. 8601; May 29, 2020

- 11) Statement of Statewide Policy Objective: This proposed amendment neither creates nor expands a State mandate.
- 12) Time, Place and Manner in which interested persons may comment on this proposed rulemaking: Interested persons may submit written comments to:

Kevin Lovellette, Chief Legal Counsel
Illinois Department of Employment Security
33 South State Street – Room 930
Chicago IL 60603

312/793-1224
fax: 312/793-5645
Kevin.Lovellette@illinois.gov

The Department requests the submission of written comments within 45 days after the publication of this Notice. The Department will consider all written comments it receives during the First Notice period as required by Section 5-40 of the Illinois Administrative Procedure Act [5 ILCS 100/5-40].

The proposed rulemaking has no direct negative impact on small businesses, small municipalities and not-for-profit corporations as defined in Sections 1-75, 1-80 and 1-85 of the Illinois Administrative Procedure Act [5 ILCS 100/1-75, 1-80 and 1-85]. These entities may submit comments in writing to the Department at the above address in accordance with the regulatory flexibility provisions in Section 5-30 of the Illinois Administrative Procedure Act [5 ILCS 100/5-30]. These entities shall indicate their status as a small business, small municipality or not-for-profit corporation as part of any written comments submitted to the Department.

- 13) Initial Regulatory Flexibility Analysis:
- A) Types of small businesses, small municipalities and not-for-profit corporations affected: This rulemaking has no direct negative effect on small businesses, small municipalities and not-for-profit corporations.

DEPARTMENT OF EMPLOYMENT SECURITY

NOTICE OF PROPOSED AMENDMENT

- B) Reporting, bookkeeping or other procedures required for compliance: No new reporting or bookkeeping is required for compliance.
- C) Types of professional skills necessary for compliance: None
- 14) Small Business Impact Analysis: None
- 15) Regulatory Agenda on which this rulemaking was summarized: This rule was not included on either of the 2 most recent agendas because this rulemaking is intended to address an immediate emergency situation pertaining to the COVID-19 Pandemic.

The full text of the Proposed Amendment is identical to the text of the Emergency Amendment for this Part and begins in this issue of the *Illinois Register* on page 12656.

DEPARTMENT OF EMPLOYMENT SECURITY

NOTICE OF PROPOSED AMENDMENT

- 1) Heading of the Part: Administrative Hearings And Appeals
- 2) Code Citation: 56 Ill. Adm. Code 2725
- 3) Section Number: 2725.102 Proposed Action:
New Section
- 4) Statutory Authority: Implementing and authorized by Sections 701, 702, 703, 706, 1404, 1405, 1501, 1501.1, 1502, 1502.1, 1508, 1508.1, 1509, 1510, 1700, 1701, 2200, 2201, 2203, 2300, 2301, 2302, 2304 and 2305 of the Unemployment Insurance Act [820 ILCS 405/701, 702, 703, 706, 1404, 1405, 1501, 1501.1, 1502, 1502.1, 1508, 1508.1, 1509, 1510, 1700, 1701, 2200, 2201, 2203, 2300, 2301, 2302, 2304, and 2305].
- 5) A Complete Description of the Subjects and Issues Involved: This rule, which is modeled on other existing rules, provides that employers who have filed timely Applications For Revision of Statements of Amount Due For Benefits Paid have an additional 30 days to provide additional information to supplement their timely filed applications. This amendment is limited in time to the effective dates of non-charging these employers for unemployment benefits paid for weeks of unemployment related to COVID-19 under Section 1502.4 of the Unemployment Insurance Act [820 ILCS 405/1502.4].
- 6) Published studies or reports, and sources of underlying data, used to compose this rulemaking: None
- 7) Will this rulemaking replace an emergency rule currently in effect? Yes
- 8) Does this rulemaking contain an automatic repeal date? No
- 9) Does this rulemaking contain incorporations by reference? No
- 10) Are there any other rulemakings pending on this Part? No
- 11) Statement of Statewide Policy Objective: This proposed amendment neither creates nor expands a State mandate.
- 12) Time, Place and Manner in which interested persons may comment on this proposed rulemaking: Interested persons may submit written comments to:

DEPARTMENT OF EMPLOYMENT SECURITY

NOTICE OF PROPOSED AMENDMENT

Kevin Lovellette, Chief Legal Counsel
Illinois Department of Employment Security
33 South State Street – Room 930
Chicago IL 60603

312/793-1224
fax: 312/793-5645
Kevin.Lovellette@illinois.gov

The Department requests the submission of written comments within 45 days after the publication of this Notice. The Department will consider all written comments it receives during the First Notice period as required by Section 5-40 of the Illinois Administrative Procedure Act [5 ILCS 100/5-40].

The proposed rulemaking may have an impact on small businesses, small municipalities and not-for-profit corporations as defined in Sections 1-75, 1-80 and 1-85 of the Illinois Administrative Procedure Act [5 ILCS 100/1-75, 1-80 and 1-85]. These entities may submit comments in writing to the Department at the above address in accordance with the regulatory flexibility provisions in Section 5-30 of the Illinois Administrative Procedure Act [5 ILCS 100/5-30]. These entities shall indicate their status as a small business, small municipality or not-for-profit corporation as part of any written comments submitted to the Department.

- 13) Initial Regulatory Flexibility Analysis:
- A) Types of small businesses, small municipalities and not-for-profit corporations affected: This rulemaking has a positive effect on small businesses, small municipalities and not-for-profit corporations in that it allows them additional time to accumulate information to make filings with the Department.
 - B) Reporting, bookkeeping or other procedures required for compliance: No reporting or bookkeeping is required for compliance.
 - C) Types of professional skills necessary for compliance: None
- 14) Small Business Impact Analysis: None

DEPARTMENT OF EMPLOYMENT SECURITY

NOTICE OF PROPOSED AMENDMENT

- 15) Regulatory Agenda on which this rulemaking was summarized: This rule was not included on either of the 2 most recent agendas because this rulemaking is intended to address an immediate emergency situation.

The full text of the Proposed Amendment is identical to the text of the Emergency Amendment for this Part and begins in this issue of the *Illinois Register* on page 12666:

DEPARTMENT OF EMPLOYMENT SECURITY

NOTICE OF PROPOSED AMENDMENT

- 1) Heading of the Part: Academic Personnel
- 2) Code Citation: 56 Ill. Adm. Code 2915
- 3) Section Number: 2915.2 Proposed Action:
New Section
- 4) Statutory Authority: Implementing and authorized by Sections 211.1, 211.2, 612, 1700 and 1701 of the Unemployment Insurance Act [820 ILCS 405].
- 5) A Complete Description of the Subjects and Issues Involved: This rule provides clarification as to which employees of academic employers perform services in instructional, research or principal administrative capacities, and which employees perform services in other capacities. This rule facilitates the adjudication of claims for unemployment insurance benefits to meet the different provisions in the newly amended Section 612 of the Unemployment Insurance Act that pertain to employees of academic employers who perform services in instructional, research or principal administrative capacities from employees of academic employers who perform services in other capacities.
- 6) Published studies or reports, and sources of underlying data, used to compose this rulemaking: None
- 7) Will this rulemaking replace an emergency rule currently in effect? Yes
- 8) Does this rulemaking contain an automatic repeal date? No
- 9) Does this rulemaking contain incorporations by reference? No
- 10) Are there any other rulemakings pending on this Part? No
- 11) Statement of Statewide Policy Objective: This proposed rulemaking neither creates nor expands a State mandate.
- 12) Time, Place and Manner in which interested persons may comment on this proposed rulemaking: Interested persons may submit written comments to:

Kevin Lovellette, Chief Legal Counsel
Illinois Department of Employment Security

DEPARTMENT OF EMPLOYMENT SECURITY

NOTICE OF PROPOSED AMENDMENT

33 South State Street – Room 930
Chicago IL 60603

312/793-1224
fax: 312/793-5645
Kevin.Lovellette@illinois.gov

The Department requests the submission of written comments within 45 days after the publication of this Notice. The Department will consider all written comments it receives during the First Notice period as required by Section 5-40 of the Illinois Administrative Procedure Act [5 ILCS 100/5-40].

The proposed rulemaking has no direct negative impact on small businesses, small municipalities and not for profit corporations as defined in Sections 1-75, 1-80 and 1-85 of the Illinois Administrative Procedure Act [5 ILCS 100/1-75, 1-80 and 1-85]. These entities may submit comments in writing to the Department at the above address in accordance with the regulatory flexibility provisions in Section 5-30 of the Illinois Administrative Procedure Act [5 ILCS 100/5-30]. These entities shall indicate their status as a small business, small municipality or not-for-profit corporation as part of any written comments submitted to the Department.

- 13) Initial Regulatory Flexibility Analysis:
- A) Types of small businesses, small municipalities and not-for-profit corporations affected: This rulemaking has no direct negative effect on small businesses, small municipalities and not-for-profit corporations.
 - B) Reporting, bookkeeping or other procedures required for compliance: No new reporting or bookkeeping is required for compliance.
 - C) Types of professional skills necessary for compliance: None
- 14) Small Business Impact Analysis: None
- 15) Regulatory Agenda on which this rulemaking was summarized: This rule was not included on either of the 2 most recent agendas because this rulemaking is intended to address a situation brought about by the COVID-19 Pandemic.

DEPARTMENT OF EMPLOYMENT SECURITY

NOTICE OF PROPOSED AMENDMENT

The full text of the Proposed Amendment is identical to the text of the Emergency Amendment for this Part and begins in this issue of the *Illinois Register* on page 12671.

ILLINOIS LABOR RELATIONS BOARD

NOTICE OF PROPOSED AMENDMENT

- 1) Heading of the Part: General Procedures
- 2) Code Citation: 80 Ill. Adm. Code 1200
- 3) Section Number: 1200.20 Proposed Action: Amendment
- 4) Statutory Authority: Authorized by Section 5(i) of the Illinois Public Labor Relations Act [5 ILCS 315/5(i)].
- 5) A Complete Description of the Subjects and Issues Involved: Section 10-75 of the Administrative Procedure Act (IAPA) [5 ILCS 100/10-75] permits an agency to establish requirements for serving certain notices via e-mail. It authorizes an agency to require any attorney representing a party to a hearing, and any person to the extent they are subject to licensure, permitting or regulation by the agency, to accept service of documents by e-mail. Section 10-75 applies to all administrative proceedings under Section 10-25 (contested cases) and 10-50 (decisions and orders) of the IAPA.

In conformity with Section 10-75 of the IAPA, the proposed rulemaking amends Section 1200.20 to authorize e-mail service by the Board.
- 6) Any published studies or reports, along with the sources of underlying data, that were used when comprising this rulemaking, in accordance with 1 Ill. Adm. Code 100.355: None
- 7) Will this rulemaking replace any emergency rule currently in effect? Yes
- 8) Does this rulemaking contain an automatic repeal date? No
- 9) Does this rulemaking contain incorporations by reference? No
- 10) Are there any other rulemakings pending on this Part? No
- 11) Statement of Statewide Policy Objective: This rulemaking will not require a local government to establish, expand or modify its activities in such a way as to necessitate additional expenditures from local revenues.

ILLINOIS LABOR RELATIONS BOARD

NOTICE OF PROPOSED AMENDMENT

- 12) Time, Place, and Manner in which interested persons may comment on this proposed rulemaking: Persons who wish to comment on this proposed rulemaking may submit written comments no later than 45 days after the publication of this Notice to:

Anna Hamburg-Gal
Associate General Counsel
Illinois Labor Relations Board
160 N. LaSalle St. Ste. 400
Chicago IL 60601

312/793-6380
Anna.Hamburg-Gal@Illinois.gov

All written comments received within 45 days after this issue of the *Illinois Register* will be considered.

- 13) Initial Regulatory Flexibility Analysis:
- A) Types of small businesses, small municipalities and not-for-profit corporations affected: By authorizing service via e-mail, the rulemaking will positively affect small municipalities that practice before the Board by facilitating their prompt receipt of documents from the Board.
 - B) Reporting, bookkeeping or other procedures required for compliance: The rulemaking will not impose additional reporting, bookkeeping, or other procedures on the Board.
 - C) Types of professional skills necessary for compliance: None
- 14) Small Business Impact Analysis: None
- 15) Regulatory Agenda on which this rulemaking was summarized: The rulemaking was not summarized in a regulatory agenda because the need for the rulemaking was not anticipated.

The full text of the Proposed Amendment begins on the next page:

ILLINOIS LABOR RELATIONS BOARD

NOTICE OF PROPOSED AMENDMENT

TITLE 80: PUBLIC OFFICIALS AND EMPLOYEES
SUBTITLE C: LABOR RELATIONS
CHAPTER IV: ILLINOIS LABOR RELATIONS BOARDPART 1200
GENERAL PROCEDURES

Section	
1200.3	General Statement of Purpose
1200.5	Board Information and Business Hours
1200.7	Board Meetings
1200.10	Definitions
1200.20	Filing and Service of Documents
1200.30	Computation and Extensions of Time
1200.40	Authority of Administrative Law Judges
1200.45	Motions
1200.50	Recording of Hearings and Payment of Court Reporting Services
1200.60	Closing Arguments and Briefs Before An Administrative Law Judge
1200.70	Representation of Parties
1200.80	Ex Parte Communications
1200.90	Subpoenas
1200.100	Transfer of Jurisdiction
1200.105	Consolidation of Proceedings
1200.110	Amicus Curiae Briefs (Repealed)
1200.120	Voluntary Settlement or Adjustment of Disputes
1200.130	Rules of Evidence
1200.135	Appeals Procedures, Board Review and Court Review
1200.140	Briefs
1200.143	Declaratory Rulings
1200.145	Filing of Contracts
1200.150	Conflicts of Interest
1200.160	Variations and Suspensions of Rules
1200.170	Board Member Meeting Attendance by Means other than Physical Presence

AUTHORITY: Implementing and authorized by the Illinois Public Labor Relations Act [5 ILCS 315].

SOURCE: Emergency rule adopted at 8 Ill. Reg. 17314, effective September 11, 1984, for a maximum of 150 days; adopted at 9 Ill. Reg. 1846, effective January 25, 1985; amended at 11 Ill.

ILLINOIS LABOR RELATIONS BOARD

NOTICE OF PROPOSED AMENDMENT

Reg. 6428, effective March 27, 1987; amended at 12 Ill. Reg. 20096, effective November 18, 1988; amended at 14 Ill. Reg. 19896, effective November 30, 1990; amended at 17 Ill. Reg. 15588, effective September 13, 1993; amended at 20 Ill. Reg. 7391, effective May 10, 1996; amended at 27 Ill. Reg. 7365, effective May 1, 2003; emergency amendment at 27 Ill. Reg. 15557, effective September 22, 2003, for a maximum of 150 days; emergency amendment expired February 18, 2004; amended at 28 Ill. Reg. 4166, effective February 19, 2004; emergency amendment at 28 Ill. Reg. 7540, effective May 12, 2004, for a maximum of 150 days; emergency expired October 8, 2004; amended at 28 Ill. Reg. 15154, effective November 1, 2004; emergency amendment at 37 Ill. Reg. 5897, effective April 22, 2013, for a maximum of 150 days; amended at 37 Ill. Reg. 14064, effective August 23, 2013; amended at 37 Ill. Reg. 20637, effective December 13, 2013; emergency amendment at 39 Ill. Reg. 10641, effective July 15, 2015, for a maximum of 150 days; amended at 39 Ill. Reg. 15803, effective November 25, 2015; amended at 40 Ill. Reg. 10892, effective August 1, 2016; expedited correction at 41 Ill. Reg. 4520, effective August 1, 2016; amended at 41 Ill. Reg. 6566, effective May 26, 2017; emergency amendment at 44 Ill. Reg. 11866, effective July 6, 2020, for a maximum of 150 days; amended at 44 Ill. Reg. _____, effective _____.

Section 1200.20 Filing and Service of Documents

- a) All documents may be filed in either the Board's Springfield or Chicago office.
- b) Whenever this Part or 80 Ill. Adm. Code 1210, 1220 or 1230 requires that a document be on a form developed by the Board, the document may be prepared on a form obtained either from a Board office or from the Board's website. Minor deviations in the form of a document shall not be grounds for objecting to the document. Minor deviations are those concerning form rather than substance that do not prejudice the other parties to a proceeding.
- c) Documents may be filed by any of the following methods:
 - 1) By actual delivery of documents to the Board;
 - 2) By first class, registered or certified United States mail or by commercial parcel delivery company; or
 - 3) By email, to the Board's designated email address for electronic filing, provided that any and all attachments are in Microsoft Word format (.doc or .docx) or in Portable Document Form (.pdf). The Board may direct parties to provide hard copies of documents filed by e-mail.

ILLINOIS LABOR RELATIONS BOARD

NOTICE OF PROPOSED AMENDMENT

- d) All petitions and intervening claims filed in representation proceedings, and all amendments to those documents, shall be served on the appropriate parties by the Board by certified mail, ~~or~~ by regular mail accompanied by affidavit or certificate of service, or by email in accordance with subsection (h).
- e) All documents, except those listed in subsection (d), shall be served by the party filing the document on all other parties to the proceedings. The following documents shall not be subject to this requirement:
- 1) position statements and evidence submitted to the Board in the course of any investigation of an unfair labor practice charge;
 - 2) position statements and evidence submitted to the Board in the course of any investigation of an objection to an election;
 - 3) showing of interest evidence described in Section 1210.80; and
 - 4) evidence of majority support referenced in Section 1210.160(c).
- f) When a party is represented in a proceeding before the Board, service shall be on the party's representative. When a party is not represented, service shall be on the party. The document shall not be considered properly served unless accompanied by proof of service. Proof of service shall consist of a written statement, signed by the party effecting service, detailing the name of the party served and the date and manner of service.
- g) In all matters, a document shall be considered filed with the Board on the date that it is:
- 1) postmarked;
 - 2) tendered to a delivery service;
 - 3) transmitted by e-mail, in accordance with Section 1200.20(c)(3); or
 - 4) received before the close of the Board's business hours by personal delivery in either of the Board's offices.

ILLINOIS LABOR RELATIONS BOARD

NOTICE OF PROPOSED AMENDMENT

h) Service by Email in Contested Board Proceedings

- 1) "Documents issued by the Board in connection with a Board proceeding" include complaints, notices of hearing, Executive Director dismissals, hearing orders, recommended decisions and orders, and Board decisions and orders. Documents issued by the Board in connection with a Board proceeding may be served by email in lieu of other methods of service specified in this Part.
- 2) Any attorney representing a party to a proceeding or other party representative shall provide the Board with at least one email address as required by Section 1200.70 and shall accept service by email at that address. A party represented by an attorney may provide the email address of the attorney.
- 3) The Board will request that unrepresented parties to a Board proceeding consent to accept service by email of documents issued by the Board in connection with that Board proceeding by designating an email address at which they will accept service.
- 4) Any person or entity providing such an email address shall update that email address if it is changed. Any person or entity who regularly practices before the Board shall verify that email address on an annual basis.
- 5) Any person or entity who submits an email address under this Section may designate up to two additional secondary email addresses at which the person or entity consents to accept service. The Board shall serve the documents to both the designated primary and secondary email addresses.
- 6) The Board will not serve by email any documents that contain the following:
 - A) a Social Security or individual taxpayer identification number;
 - B) a driver's license number;
 - C) a financial account number;

ILLINOIS LABOR RELATIONS BOARD

NOTICE OF PROPOSED AMENDMENT

- D) a debit or credit card number;
 - E) any other information that could reasonably be deemed personal, proprietary, confidential, or trade secret information; or
 - F) any information about or concerning a minor.
- 7) Service by email is deemed complete on the day of transmission. The Board shall confirm delivery by requesting an automated delivery receipt from the recipient. If the Board does not receive a delivery receipt, the Board shall contact the intended recipient and request an email confirmation that the recipient has received the document. If the Board is unable to obtain written confirmation that the recipient has received the document, the Board shall serve the document by other means.

(Source: Amended at 44 Ill. Reg. _____, effective _____)

ILLINOIS LABOR RELATIONS BOARD

NOTICE OF PROPOSED AMENDMENT

- 1) Heading of the Part: Unfair Labor Practice Proceedings
- 2) Code Citation: 80 Ill. Adm. Code 1220
- 3) Section Number: 1220.20 Proposed Action: Amendment
- 4) Statutory Authority: Authorized by Section 5(i) of the Illinois Public Labor Relations Act [5 ILCS 315/5(i)]
- 5) A Complete Description of the Subjects and Issues Involved: The proposed rulemaking authorizes e-mail service of a charge by the charging party upon a respondent, with the respondent's permission.
- 6) Any published studies or reports, along with the sources of underlying data, that were used when comprising this rulemaking, in accordance with 1 Ill. Adm. Code 100.355: None
- 7) Will this rulemaking replace any emergency rule currently in effect? Yes
- 8) Does this rulemaking contain an automatic repeal date? No
- 9) Does this rulemaking contain incorporations by reference? No
- 10) Are there any other rulemakings pending on this Part? No
- 11) Statement of Statewide Policy Objective: This rulemaking will not require a local government to establish, expand or modify its activities in such a way as to necessitate additional expenditures from local revenues.
- 12) Time, Place, and Manner in which interested persons may comment on this proposed rulemaking: Persons who wish to comment on this proposed rulemaking may submit written comments no later than 45 days after the publication of this Notice to:

Anna Hamburg-Gal
Associate General Counsel
Illinois Labor Relations Board
160 N. LaSalle St. Ste. 400
Chicago IL 60601

ILLINOIS LABOR RELATIONS BOARD

NOTICE OF PROPOSED AMENDMENT

312/793-6380

Anna.Hamburg-Gal@Illinois.gov

All written comments received within 45 days after this issue of the *Illinois Register* will be considered.

- 13) Initial Regulatory Flexibility Analysis:
- A) Types of small businesses, small municipalities and not-for-profit corporations affected: By authorizing service of a charge via e-mail, the rulemaking will positively affect small municipalities that practice before the Board by facilitating their ability to promptly receive and serve charges.
 - B) Reporting, bookkeeping or other procedures required for compliance: The rulemaking will not impose additional reporting, bookkeeping, or other procedures on the Board.
 - C) Types of professional skills necessary for compliance: None
- 14) Small Business Impact Analysis: None
- 15) Regulatory Agenda on which this rulemaking was summarized: The rulemaking was not summarized in a regulatory agenda because the need for the rulemaking was not anticipated.

The full text of the Proposed Amendment begins on the next page:

ILLINOIS LABOR RELATIONS BOARD

NOTICE OF PROPOSED AMENDMENT

TITLE 80: PUBLIC OFFICIALS AND EMPLOYEES
SUBTITLE C: LABOR RELATIONS
CHAPTER IV: ILLINOIS LABOR RELATIONS BOARDPART 1220
UNFAIR LABOR PRACTICE PROCEEDINGS

Section

1220.10	General Statement of Purpose
1220.20	Filing of a Charge
1220.30	Appointment of Counsel (Renumbered)
1220.40	Charge Processing and Investigation, Complaints and Responses
1220.50	Hearings
1220.60	Consideration by the Board (Repealed)
1220.65	Deferral to Arbitration
1220.70	Requests for Preliminary Relief
1220.80	Compliance Procedures
1220.90	Sanctions
1220.100	Unfair Labor Practice Charges Involving Fair Share Fees
1220.105	Appointment of Counsel

1220.TABLE A "Adjusted Income" Standards for Appointment of Counsel in Unfair Labor Practice Cases

AUTHORITY: Implementing Sections 10 and 11 of the Illinois Public Labor Relations Act [5 ILCS 315].

SOURCE: Emergency rule adopted at 8 Ill. Reg. 16043, effective August 22, 1984, for a maximum of 150 days; adopted at 9 Ill. Reg. 1898, effective January 25, 1985; amended at 11 Ill. Reg. 6481, effective March 27, 1987; amended at 12 Ill. Reg. 20122, effective November 18, 1988; amended at 14 Ill. Reg. 19959, effective November 30, 1990; amended at 17 Ill. Reg. 15628, effective September 13, 1993; amended at 20 Ill. Reg. 7415, effective May 10, 1996; amended at 27 Ill. Reg. 7436, effective May 1, 2003; emergency amendment at 44 Ill. Reg. 11873, effective July 6, 2020, for a maximum of 150 days; amended at 44 Ill. Reg. _____, effective _____.

Section 1220.20 Filing of a Charge

- a) An unfair labor practice charge may be filed with the Board by an employer, a

ILLINOIS LABOR RELATIONS BOARD

NOTICE OF PROPOSED AMENDMENT

labor organization, or an employee.

- b) Unfair labor practice charges shall be on a form developed by the Board, shall be signed by the charging party, and shall contain:
- 1) the name, address, telephone number and affiliation, if any, of the charging party;
 - 2) the name, address, telephone number and affiliation, if any, of the respondent;
 - 3) the name, address and telephone number of the charging party's representative;
 - 4) a clear and complete statement of facts supporting the alleged unfair labor practice, including dates, times and places of occurrence of each particular act alleged, and the Sections of the Act alleged to have been violated;
 - 5) a statement as to whether a grievance concerning the same, similar or related issue as the charge is pending; and
 - 6) a statement of the relief sought, provided that the statement shall not limit the Board's ability to award relief based on the record.
- c) The charging party shall serve a copy of the charge upon the respondent. Service may be made personally, or by registered mail, certified mail, regular mail, or private delivery service. With the permission of the person receiving the charge, service may be made by fax transmission, by email, or by any other agreed-upon method. The Board shall serve a courtesy copy of the charge upon the respondent, but timely service of a copy of the charge within the meaning of Section 11(a) of the Act is the exclusive responsibility of the charging party and not of the Board.
- d) Unfair labor practice charges must be filed with the Board and served on the respondent no later than 6 months after the alleged unfair labor practice occurred.
- e) Before the Executive Director issues a complaint for hearing or dismissal, the charging party may amend its unfair labor practice charge. Filing, service, and proof of service of an amended charge shall be made in accordance with 80 Ill.

ILLINOIS LABOR RELATIONS BOARD

NOTICE OF PROPOSED AMENDMENT

Adm. Code 1200.20.

- f) The charging party may withdraw an unfair labor practice charge. If the charge is pending at the investigative or hearing stage, the charging party may write a letter to the Executive Director, requesting that the charge be withdrawn. Upon receipt of the request, the Executive Director will grant or deny the request for withdrawal of the charge. If the charge is pending before the Board, the charging party may write a letter to the General Counsel requesting the charge be withdrawn. Upon receipt of the request, the General Counsel will grant or deny the request for withdrawal of the charge.

(Source: Amended at 44 Ill. Reg. _____, effective _____)

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- 1) Heading of the Part: Public Schools Evaluation, Recognition and Supervision
- 2) Code Citation: 23 Ill. Adm. Code 1
- 3)

<u>Section Numbers:</u>	<u>Proposed Actions:</u>
1.30	Amendment
1.210	Amendment
1.323	New Section
1.325	New Section
1.421	New Section
1.422	Amendment
1.425	Amendment
- 4) Statutory Authority: 105 ILCS 5/2-3.64a-5, 10-19, 10-19.05, 10-20.56, 10-30, 24-11, 24-12, 24A-5, 27-3, 27-6.5, 27-21, 27-22, 34-18.66, 34-85, and 34-85c
- 5) A Complete Description of the Subjects and Issues Involved: This rulemaking is in response to PA 101-643, which, among other actions, sets various education protocols for when the Governor declares a disaster due to a public health emergency. Specifically, the rulemaking addresses the implementation of remote learning days and blended remote learning days, teacher performance evaluations, and certain graduation requirements.
- 6) Published studies or reports, and sources of underlying data, used to compose this rulemaking: None
- 7) Will this rulemaking replace any emergency rule currently in effect? Yes
- 8) Does this rulemaking contain an automatic repeal date? No
- 9) Does this rulemaking contain incorporations by reference? No
- 10) Are there any other rulemakings pending on this Part? Yes

<u>Section Number:</u>	<u>Proposed Action:</u>	<u>Illinois Register Citation:</u>
1.97	Amendment	44 Ill. Reg. 10322; June 19, 2020
- 11) Statement of Statewide Policy Objective: This rulemaking will not create or enlarge a State mandate.

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- 12) Time, Place and Manner in which interested persons may comment on this proposed rulemaking: Written comments may be submitted within 45 days of the publication of this Notice to:

Azita Kakvand
Illinois State Board of Education
100 North First Street
Springfield IL 62777-0001

217/782-6510
rules@isbe.net

- 13) Initial Regulatory Flexibility Analysis:
- A) Types of small businesses, small municipalities and not-for-profit corporations affected: None
 - B) Reporting, bookkeeping or other procedures required for compliance: None
 - C) Types of professional skills necessary for compliance: None
- 14) Small Business Impact Analysis: None
- 15) This rulemaking was not included on the most recent Regulatory Agenda: This rulemaking was not anticipated at the time the Regulatory Agenda was filed.

The full text of the Proposed Amendments begin on the next page:

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

TITLE 23: EDUCATION AND CULTURAL RESOURCES

SUBTITLE A: EDUCATION

CHAPTER I: STATE BOARD OF EDUCATION

SUBCHAPTER a: PUBLIC SCHOOL RECOGNITION

PART 1

PUBLIC SCHOOLS EVALUATION, RECOGNITION AND SUPERVISION

SUBPART A: RECOGNITION REQUIREMENTS

Section

- 1.10 Public School Accountability Framework
- 1.20 Operational Requirements
- 1.30 State Assessment
- 1.40 Adequate Yearly Progress
- 1.50 Calculation of Participation Rate
- 1.60 Subgroups of Students; Inclusion of Relevant Scores
- 1.70 Additional Indicators for Adequate Yearly Progress
- 1.75 Student Information System
- 1.77 Educator Licensure Information System (ELIS)
- 1.79 School Report Card
- 1.80 Academic Early Warning and Watch Status
- 1.85 School and District Improvement Plans; Restructuring Plans
- 1.88 Additional Accountability Requirements for Districts Serving Students of Limited English Proficiency under Title III
- 1.90 System of Rewards and Recognition – The Illinois Honor Roll
- 1.95 Appeals Procedure
- 1.97 Survey of Learning Conditions
- 1.100 Waiver and Modification of State Board Rules and School Code Mandates
- 1.110 Appeal Process under Section 22-60 of the School Code

SUBPART B: SCHOOL GOVERNANCE

Section

- 1.210 Approval of Providers of Training for School Board Members under Section 10-16a of the School Code
- 1.220 Duties of Superintendent (Repealed)
- 1.230 Board of Education and the School Code (Repealed)
- 1.240 Equal Opportunities for all Students

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- 1.242 Temporary Exclusion for Failure to Meet Minimum Academic or Attendance Standards
- 1.245 Waiver of School Fees
- 1.250 District to Comply with 23 Ill. Adm. Code 180 (Repealed)
- 1.260 Commemorative Holidays to be Observed by Public Schools (Repealed)
- 1.270 Book and Material Selection (Repealed)
- 1.280 Discipline
- 1.285 Requirements for the Use of Isolated Time Out, Time Out, and Physical Restraint
- 1.290 Absenteeism and Truancy Policies

SUBPART C: SCHOOL DISTRICT ADMINISTRATION

Section

- 1.310 Administrative Qualifications and Responsibilities
- 1.320 Evaluation of Licensed Educators
- [1.323 Teacher Evaluation Ratings During a Gubernatorial Disaster](#)
- [1.325 Teacher Remediation Plan During a Gubernatorial Disaster](#)
- 1.330 Toxic Materials Training

SUBPART D: THE INSTRUCTIONAL PROGRAM

Section

- 1.410 Determination of the Instructional Program
- 1.420 Basic Standards
- [1.421 Remote and Blended Remote Learning Days](#)
- 1.422 Electronic Learning (E-Learning) Days-~~Pilot~~ Program
- 1.423 Competency-Based High School Graduation Requirements Pilot Program
- 1.425 Additional Criteria for Physical Education
- 1.430 Additional Criteria for Elementary Schools
- 1.440 Additional Criteria for High Schools
- 1.442 State Seal of Biliteracy (Repealed)
- 1.443 Illinois Global Scholar Certificate
- 1.445 Required Course Substitute
- 1.450 Special Programs (Repealed)
- 1.460 Credit Earned Through Proficiency Examinations
- 1.462 Uniform Annual Consumer Education Proficiency Test (Repealed)
- 1.465 Ethnic School Foreign Language Credit and Program Approval
- 1.470 Adult and Continuing Education
- 1.480 Correctional Institution Educational Programs

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

SUBPART E: SUPPORT SERVICES

Section

- 1.510 Transportation
- 1.515 Training of School Bus Driver Instructors
- 1.520 Home and Hospital Instruction
- 1.530 Health Services
- 1.540 Undesignated Emergency Medications in Schools: Epinephrine; Opioid Antagonists; Asthma Medication

SUBPART F: STAFF LICENSURE REQUIREMENTS

Section

- 1.610 Personnel Required to be Qualified
- 1.620 Accreditation of Staff (Repealed)
- 1.630 Paraprofessionals; Other Unlicensed Personnel
- 1.640 Requirements for Different Certificates (Repealed)
- 1.650 Transcripts of Credits
- 1.660 Records of Professional Personnel

SUBPART G: STAFF QUALIFICATIONS

Section

- 1.700 Requirements for Staff Providing Professional Development
- 1.705 Requirements for Supervisory and Administrative Staff
- 1.710 Requirements for Elementary Teachers
- 1.720 Requirements for Teachers of Middle Grades
- 1.730 Minimum Requirements for Secondary Teachers and Specified Subject Area Teachers in Grades 6 and Above through June 30, 2004
- 1.735 Requirements to Take Effect from July 1, 1991, through June 30, 2004
- 1.736 Requirements to Take Effect from July 1, 1994, through June 30, 2004
- 1.737 Minimum Requirements for the Assignment of Teachers in Grades 9 through 12 Beginning July 1, 2004
- 1.740 Standards for Reading through June 30, 2004
- 1.745 Requirements for Reading Teachers and Reading Specialists at all Levels as of July 1, 2004
- 1.750 Standards for Media Services through June 30, 2004
- 1.755 Requirements for Library Information Specialists Beginning July 1, 2004

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- 1.760 Standards for School Support Personnel Services
- 1.762 Supervision of Speech-Language Pathology Assistants
- 1.770 Standards for Special Education Personnel
- 1.780 Standards for Teachers in Bilingual Education Programs
- 1.781 Requirements for Bilingual Education Teachers in Prekindergarten, Kindergarten and any of Grades 1-12
- 1.782 Requirements for Teachers of English as a Second Language in Prekindergarten, Kindergarten and any of Grades 1-12
- 1.783 Requirements for Administrators of Bilingual Education Programs
- 1.790 Substitute Teacher
- 1.792 Short-Term Substitute Teacher
- 1.794 Substitute Teachers; Recruiting Firms

- 1.APPENDIX A Professional Staff Educator Licensure
- 1.APPENDIX B Competency-Based High School Graduation Requirements Pilot Program
Criteria for Review
- 1.APPENDIX C Glossary of Terms (Repealed)
- 1.APPENDIX D State Goals for Learning
- 1.APPENDIX E Evaluation Criteria – Student Performance and School Improvement
Determination (Repealed)
- 1.APPENDIX F Criteria for Determination – Student Performance and School
Improvement (Repealed)
- 1.APPENDIX G Criteria for Determination – State Assessment (Repealed)
- 1.APPENDIX H Guidance and Procedures for School Districts Implementing the Illinois
Global Scholar Certificate

AUTHORITY: Implementing Sections 2-3.25, 2-3.25g, 2-3.44, 2-3.96, 2-3.159, 10-17a, 10-20.14, 10-21.4a, 10-22.43a, 21B-5, 21B-20, 22-30, 22-60, 24-24, 26-13, 27-3.5, 27-6, 27-12.1, 27-13.1, 27-20.3, 27-20.4, 27-20.5, 27-22, 27-23.3 and 27-23.8 and authorized by Section 2-3.6 of the School Code [105 ILCS 5].

SOURCE: Adopted September 21, 1977; codified at 7 Ill. Reg. 16022; amended at 9 Ill. Reg. 8608, effective May 28, 1985; amended at 9 Ill. Reg. 17766, effective November 5, 1985; emergency amendment at 10 Ill. Reg. 14314, effective August 18, 1986, for a maximum of 150 days; amended at 11 Ill. Reg. 3073, effective February 2, 1987; amended at 12 Ill. Reg. 4800, effective February 26, 1988; amended at 14 Ill. Reg. 12457, effective July 24, 1990; amended at 15 Ill. Reg. 2692, effective February 1, 1991; amended at 16 Ill. Reg. 18010, effective November 17, 1992; expedited correction at 17 Ill. Reg. 3553, effective November 17, 1992; amended at 18 Ill. Reg. 1171, effective January 10, 1994; emergency amendment at 19 Ill. Reg. 5137, effective

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

March 17, 1995, for a maximum of 150 days; amended at 19 Ill. Reg. 6530, effective May 1, 1995; amended at 19 Ill. Reg. 11813, effective August 4, 1995; amended at 20 Ill. Reg. 6255, effective April 17, 1996; amended at 20 Ill. Reg. 15290, effective November 18, 1996; amended at 22 Ill. Reg. 22233, effective December 8, 1998; emergency amendment at 24 Ill. Reg. 6111, effective March 21, 2000, for a maximum of 150 days; amended at 24 Ill. Reg. 12985, effective August 14, 2000; amended at 25 Ill. Reg. 8159, effective June 21, 2001; amended at 25 Ill. Reg. 16073, effective November 28, 2001; amended at 26 Ill. Reg. 1157, effective January 16, 2002; amended at 26 Ill. Reg. 16160, effective October 21, 2002; amended at 28 Ill. Reg. 8486, effective June 1, 2004; emergency amendment at 28 Ill. Reg. 13637, effective September 27, 2004, for a maximum of 150 days; amended at 29 Ill. Reg. 1891, effective January 24, 2005; amended at 29 Ill. Reg. 11811, effective July 13, 2005; amended at 29 Ill. Reg. 12351, effective July 28, 2005; amended at 29 Ill. Reg. 15789, effective October 3, 2005; amended at 29 Ill. Reg. 19891, effective November 23, 2005; amended at 30 Ill. Reg. 8480, effective April 21, 2006; amended at 30 Ill. Reg. 16338, effective September 26, 2006; amended at 30 Ill. Reg. 17416, effective October 23, 2006; amended at 31 Ill. Reg. 5116, effective March 16, 2007; amended at 31 Ill. Reg. 7135, effective April 25, 2007; amended at 31 Ill. Reg. 9897, effective June 26, 2007; amended at 32 Ill. Reg. 10229, effective June 30, 2008; amended at 33 Ill. Reg. 5448, effective March 24, 2009; amended at 33 Ill. Reg. 15193, effective October 20, 2009; amended at 34 Ill. Reg. 2959, effective February 18, 2010; emergency amendment at 34 Ill. Reg. 9533, effective June 24, 2010, for a maximum of 150 days; amended at 34 Ill. Reg. 17411, effective October 28, 2010; amended at 35 Ill. Reg. 1056, effective January 3, 2011; amended at 35 Ill. Reg. 2230, effective January 20, 2011; amended at 35 Ill. Reg. 12328, effective July 6, 2011; amended at 35 Ill. Reg. 16743, effective September 29, 2011; amended at 36 Ill. Reg. 5580, effective March 20, 2012; amended at 36 Ill. Reg. 8303, effective May 21, 2012; amended at 38 Ill. Reg. 6127, effective February 27, 2014; amended at 38 Ill. Reg. 11203, effective May 6, 2014; amended at 39 Ill. Reg. 2773, effective February 9, 2015; emergency amendment at 39 Ill. Reg. 12369, effective August 20, 2015, for a maximum of 150 days; amended at 39 Ill. Reg. 13411, effective September 24, 2015; amended at 40 Ill. Reg. 1900, effective January 6, 2016; amended at 40 Ill. Reg. 2990, effective January 27, 2016; amended at 40 Ill. Reg. 4929, effective March 2, 2016; amended at 40 Ill. Reg. 12276, effective August 9, 2016; emergency amendment at 40 Ill. Reg. 15957, effective November 18, 2016, for a maximum of 150 days; amended at 41 Ill. Reg. 126, effective December 27, 2016; amended at 41 Ill. Reg. 4430, effective April 5, 2017; amended at 41 Ill. Reg. 6924, effective June 2, 2017; emergency amendment at 41 Ill. Reg. 8932, effective June 28, 2017, for a maximum of 150 days; amended at 41 Ill. Reg. 14044, effective November 3, 2017; amended at 42 Ill. Reg. 11512, effective June 8, 2018; amended at 43 Ill. Reg. 3792, effective February 28, 2019; amended at 43 Ill. Reg. 10213, effective August 30, 2019; amended at 43 Ill. Reg. 10718, effective September 11, 2019; amended at 43 Ill. Reg. 13324, effective October 29, 2019; emergency amendment at 43 Ill. Reg. 14305, effective November 20, 2019, for a maximum of 150 days; emergency amendment to emergency rule at

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

43 Ill. Reg. 14941, effective December 4, 2019, for the remainder of the 150 days; emergency amendment to amended emergency rule at 44 Ill. Reg. 4085, effective February 25, 2020, for the remainder of the 150 days; amended at 44 Ill. Reg. 1929, effective January 13, 2020; amended at 44 Ill. Reg. 6377, effective April 9, 2020; emergency amendment at 44 Ill. Reg. 7971, effective April 27, 2020, for a maximum of 150 days; emergency amendment at 44 Ill. Reg. 8382, effective May 1, 2020, for a maximum of 150 days; amended at 44 Ill. Reg. 9961, effective May 21, 2020; amended at 44 Ill. Reg. _____, effective _____.

SUBPART A: RECOGNITION REQUIREMENTS

Section 1.30 State Assessment

The State Superintendent of Education shall develop and administer assessment instruments and other procedures in accordance with Section 2-3.64a-5 of the School Code ([Code](#)) [105 ILCS 5]. In addition, school districts shall collaborate with the State Superintendent in the design and implementation of special studies. [The requirements of this Section do not apply if the State Board of Education \(State Board\) has received a waiver from the administration of assessments from the U.S. Department of Education.](#)

- a) Development and Participation
 - 1) Assessment instruments and procedures shall meet generally accepted standards of validity and reliability as stated in "Standards for Educational and Psychological Testing" (2014), published by the American Educational Research Association, 1430 K St., N.W., Suite 1200, Washington, D.C. 20005. (No later amendments to or editions of these standards are incorporated.)
 - 2) Districts shall participate in special studies, tryouts, and/or pilot testing of these assessment procedures and instruments when one or more schools in the district are selected to do so by the State Superintendent.
 - 3) A school shall generally be selected for participation in these special studies, tryouts and/or pilot testing no more than once every four years, except that participation may be required more frequently as needed to ensure sufficient sample size for validity.
 - 4) *All pupils enrolled in a public or State-operated elementary school, secondary school, or cooperative or joint agreement with a governing*

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

body or board of control, a charter school operating in compliance with the Charter Schools Law [105 ILCS 5/Art. 27A], a school operated by a regional office of education under Section 13A-3 of the School Code [105 ILCS 5/13A-3], or a public school administered by a local public agency or the Department of Human Services and students receiving scholarships to attend nonpublic schools under the Invest in Kids Act [35 ILCS 40] shall be required to participate in the State's accountability assessments, whether by taking the regular assessment, with or without accommodations, or by participating in the State's approved alternate assessment (Sections 2-3.25a and 2-3.64 of the ~~School~~ Code). Assessments in English/language arts and mathematics are administered annually in grades 3 through 11, and, for science, in grades 5, 8 and at least once in high school.

- A) Students who are served in any locked facility that has a State-assigned region/county/district/type/school (RCDTS) code, and students beyond the age of compulsory attendance whose programs do not culminate in the issuance of regular high school diplomas are not required to participate in the State's accountability assessment. Students with an IEP who receive an alternate diploma are required to participate in the State's accountability assessment during years of compulsory attendance. These students can be exempted only after participating in the State's final accountability assessment.
 - B) It is the responsibility of each district or other affected entity (e.g., nonpublic school or special education cooperative) to ensure that all students required to participate in the State's accountability assessment do so. (See also Section 1.50.)
- 5) Each district or other affected entity shall ensure the availability of reasonable accommodations for participation in the State's accountability assessment by students with disabilities, as reflected in those students' IEPs, ISPs, or plans developed under ~~section~~Section 504 of the Rehabilitation Act of 1973 (29 USC 794), or limited English proficiency.
- b) Assessment Procedures

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- 1) All assessment procedures and practices shall be based on fair testing practice, as described in "Code of Fair Testing Practices in Education" (2004), published by the Joint Committee on Testing Practices of the American Educational Research Association, American Psychological Association, and National Council on Measurement in Education, 750 First Avenue, N.E., Washington ~~DC~~DC. 20002-4242. (No later amendments to or editions of this code are incorporated.)
- 2) Districts and other affected entities shall protect the security and confidentiality of all assessment questions and other materials that are considered part of the State's accountability assessments, including but not necessarily limited to test items, reading passages, charts, graphs, and tables.
- 3) Districts shall promptly report to the State Superintendent all complaints received by the district of testing irregularities. A district shall fully investigate the validity of any complaint and shall report to the State Superintendent the results of its investigation.
- 4) Districts shall administer the State's final accountability assessment or its approved alternate assessment, if applicable under subsection (d), to students in grade 11. (See Section 2-3.64 of the School Code.) For the purpose of this subsection (b)(4), "grade 11" means the point in time when a student has earned the number of credits necessary for enrollment in grade 11, as determined by his or her school district in accordance with Sections 1.420(b) and 1.440.
- 5) Districts shall ensure that students who have not taken the State's final accountability assessment at the highest grade or level assessed shall not receive a regular high school diploma. In accordance with Section 2-3.64a-5 of the ~~School~~ Code, districts, with approval from the State Board of Education, may issue a regular high school diploma to a student who has not met this requirement.
- 6) To request approval to graduate a student who has not taken the State's final accountability assessment, the school must submit to the State Board:
 - A) Explanation of why the student was not able to be assessed on the State's final approved accountability assessment in either grade 11

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

or 12, or in the commensurate final stage of a competency-based program.

- B) Justification that granting the exemption does not represent systemic exclusion from accountability based on gender, race, disability, English Learner status, income or other demographic factors.
- 7) Schools within a district that exercise this exemption for less than 1 percent of the graduating cohort of that school year (i.e., all students receiving a regular diploma from that school within a single school year) will have these exemption requests approved without requiring additional evidence.
- 8) Schools within a district that exercise this exemption for more than 1 percent of the graduating cohort of that school year will be asked to submit additional evidence in support of subsection (b)(6)(B) and may receive additional support, monitoring or audits.
- c) Accommodations
Students who have been identified at the local level as having limited proficiency in English as provided in 23 Ill. Adm. Code 228.15 (Identification of Eligible Students), including students not enrolled in programs of bilingual education, may participate in an accommodated setting for the State's accountability assessment, subject to the limitations set forth in Section 2-3.64 of the ~~School~~ Code. A student with limited proficiency in English shall be afforded extra time for completion of the State's accountability assessment when, in the judgment of the student's teacher, extra time is necessary in order for the student's performance to reflect his or her level of achievement more accurately, provided that each test must be completed in one session. See also Section 1.60(b) of this Part.
- d) Illinois Alternate Assessment
The 1 percent of students with the most significant cognitive disabilities whose IEPs identify the State's regular accountability assessment as inappropriate for them even with accommodations shall participate in the State's approved alternative accountability assessment, based on achievement standards aligned to the Illinois Learning Standards, for all subjects tested. (See also Section 1.60(c).)
- e) Review and Verification of Information

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

Each school district, charter school and nonpublic school participating in the Invest in Kids Act shall have an opportunity to review and, if necessary, correct the preliminary data generated from the administration of the State's accountability assessment, including information about the participating students as well as the scores achieved.

- 1) Within 10 business days after the preliminary data from the accountability assessments is made available, each district or charter school shall make any necessary corrections to its data and then use a means prescribed by the State Board to indicate either:
 - A) that both its demographic and preliminary data are correct; or
 - B) that it is requesting rescoring of some or all portions of the assessment for specific students, if available.
 - 2) When districts request rescoring, staff of the State Board and/or its contractor shall have an additional period of 21 days within which to work with the affected district or charter school to make any resulting corrections.
 - 3) At the end of the 21-day period discussed in subsection (e)(2), all districts' and charter schools' data shall stand as the basis for the applicable school report cards and determination of status. Any inaccuracies that are believed to persist at that time shall be subject to the appeal procedure set forth in Section 1.95.
- f) Reports of the State's Accountability Assessment Results
- 1) Following verification of the data under subsection (e), the State Board shall send each school and district a report containing final information from the results of each administration of the State's accountability assessment.
 - A) The scores of students who are served by cooperatives or joint agreements, in Alternative Learning Opportunities Programs established under Article 13B of the ~~School~~ Code, by regional offices of education under Section 13A-3 of the ~~School~~ Code, by local agencies, or in schools operated by the Department of Human

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

Services, scores of students who are served in any other program or school not operated by a school district and who are scheduled to receive regular high school diplomas, all scores of students who are youth in care of the State, and all scores of students who have IEPs, shall be reported to the students' respective districts of residence and to the schools within those districts that they would otherwise attend.

- B) The scores of students enrolled in charter schools shall be reported to the chief administrator of the charter school and to any school district serving as a chartering entity for the charter school.
 - C) The scores of students who were enrolled in nonpublic schools through the Invest in Kids Act scholarship program shall be reported to the students' nonpublic schools of record.
- 2) Each report shall include, as applicable to the receiving entity:
- A) results for each student to whom the State assessment was administered (excluding any scores deemed by the State Board to be invalid due to testing irregularities); and
 - B) summary data for the school and/or district and the State, including but not limited to raw scores, scale scores, comparison scores, including national comparisons when available, and distributions of students' scores among the applicable proficiency classifications (see subsection (h)).
- g) Each school district and each charter school shall receive notification from the State Board of Education as to the status of each affected school with respect to accountability as reflected in the final data.
- h) **Classification of Scores**
Each score achieved by a student on the State's regular or alternate accountability assessment shall be classified among a set of performance levels, as reflected in score ranges that the State Board shall disseminate at the time of testing, for the purpose of identifying scores that "demonstrate proficiency".

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- 1) Each score achieved by a student on a regular State assessment shall be classified among categories such as "did not yet meet", "partially meets", "approaching", "meets standards", or "exceeds standards". Among these scores, those identified as either meeting or exceeding standards shall be considered as demonstrating proficiency.
 - 2) Each score achieved by a student on the State's approved alternate accountability assessment shall be classified among categories such as "emerging", "approaching", "at target", or "advanced". Among these scores, those identified as "at target" or "advanced" shall be considered as demonstrating proficiency.
- i) **Scores Relevant to Accountability**
For purposes of determining a school's annual summative accountability rating, scores achieved and measures of growth calculated from those scores on the State's accountability assessment in reading or mathematics from students who attended the "same school within a local educational agency for at least half of a school year" (see section 1111(c)(4)(F)(i) of the Elementary and Secondary Education Act (20 USC 6301 et seq.)), shall be "relevant scores". For schools without grades higher than 2 and 3 (that is, for schools where the State's accountability assessment is not administered, and administered such that student growth can be calculated for attending students), the "relevant scores" used to determine the annual summative accountability rating shall be current year data of students who were enrolled at the impacted school in the nearest year to have current applicable assessment data (i.e., a kindergarten-grade 3 school would map its 2016 grade 3 enrollments to use those students' 2017 grade 4 growth scores; a prekindergarten-grade 2 school would map its 2016 grade 2 enrollments to use those students' 2017 grade 3 English language arts and math proficiency scores, and would map its 2015 grade 2 enrollments to use those students' 2017 growth scores).

(Source: Amended at 44 Ill. Reg. _____, effective _____)

SUBPART B: SCHOOL GOVERNANCE

Section 1.210 Approval of Providers of Training for School Board Members under Section 10-16a of the School Code

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

Entities that offer professional development activities, such as training organizations, institutions, regional offices of education, firms, professional associations, teachers' unions, and universities and colleges, may apply to the State Board of Education for approval to conduct leadership training activities for members of Illinois boards of education or Independent Authorities established under Section 2-3.25f-5 of the ~~School~~ Code in each of the topics specified in Section 10-16a of the ~~School~~ Code [105 ILCS 5/~~10-16a~~].

- a) Except as provided in subsection (b), each entity wishing to receive approval to offer the leadership training required under Section 10-16a of the ~~School~~ Code shall submit an application on a form supplied by the State Board of Education. An entity shall submit the application to the State Board ~~of Education~~ any time between March 1 and May 1 of each even-numbered year. Any application received after May 1 shall not be considered for that approval cycle. If the Governor has declared a disaster due to a public health emergency under Section 7 of the Illinois Emergency Management Agency Act [20 ILCS 3305], the application submission deadlines of this subsection are waived, and an entity may submit an application for review by the State Board of Education no later than 30 days after that declaration is no longer in effect. Each entity shall provide:
 - 1) a description of the intended offerings in each of the required areas;
 - 2) the qualifications and experience of the entity and of each presenter to be assigned to provide the leadership training, which shall include evidence of a presenter's specific skills and knowledge in the area or areas in which he or she will be assigned;
 - 3) the mode of delivery of the professional development (e.g., in-person instruction, distance-learning); and
 - 4) assurances that the requirements of subsection (c) will be met.
- b) An organization that has one or more affiliates (e.g., regional offices, local chapters) based in Illinois may apply for approval on their behalf.
 - 1) The applicant organization shall provide a list of its affiliates for which approval is sought and supply the information required pursuant to subsection (a) with respect to each one.

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- 2) The applicant organization's provision of the assurances required pursuant to subsection (a)(4) shall be understood to apply to each affiliate for which approval is sought.
 - 3) The applicant organization shall notify the State Board ~~of Education~~ any time it determines that one or more affiliates should be removed from the list of approved providers.
 - 4) The approval status of the applicant organization shall be contingent upon its affiliates' compliance with the applicable requirements of this Section.
- c) Each entity approved to provide leadership training under this Section shall:
- 1) verify attendance at its training activities, provide to participants a written confirmation of their completion of the training, and require participants to complete an evaluation of the training; and
 - 2) maintain attendance and evaluation records for each event or activity it conducts or sponsors for a period of not less than five years.
- d) Applicants may be asked to clarify particular aspects of their materials.
- e) The State Superintendent ~~of Education~~, in consultation with the Illinois Association of School Boards (IASB), shall respond to each application for approval no later than 30 days after receiving it.
- f) An entity shall be approved to offer leadership training if the entity's application presents evidence that:
- 1) the leadership training that it sponsors or conducts will be developed and presented by persons with education and experience in the applicable areas to which they will be assigned; and
 - 2) the proposed training meets the requirements of Section 10-16a of the School Code.
- g) The State Board ~~of Education~~ shall post on its website at www.isbe.net the list of all approved providers. The website also shall indicate that the IASB is

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

authorized under Section 10-16a(c) of the ~~School~~ Code to provide leadership training.

- h) Approval as a provider shall be valid for two calendar years (i.e., January 1 through December 31). To request renewal of approval, a provider shall submit a renewal application on a form supplied by the State Board ~~of Education~~, within the timeframe specified in subsection (a), and containing:
- 1) a description of any significant changes in the material submitted as part of its approved application or a certification that no such changes have occurred;
 - 2) evidence that the material to be used in the renewal cycle conforms to current statute, rules and procedures of the State Board ~~of Education~~; and
 - 3) copies of the evaluations of the training that participants completed during the last approval period.
- i) A provider's approval shall be renewed if the application conforms to the requirements of subsection (h), provided that the State Superintendent has received no evidence of noncompliance with the requirements of this Section.
- j) The State Board ~~of Education~~ may evaluate an approved provider at any time to ensure compliance with the requirements of this Section. Upon request by the State Board, a provider shall supply information regarding its schedule of leadership training, which the State Board may, at its discretion, monitor at any time. In the event an evaluation indicates that the requirements have not been met, the State Board ~~of Education~~, in consultation with IASB, may withdraw approval of the provider.

(Source: Amended at 44 Ill. Reg. _____, effective _____)

SUBPART C: SCHOOL DISTRICT ADMINISTRATION

Section 1.323 Teacher Evaluation Ratings During a Gubernatorial Disaster

- a) This Section does not apply to circumstances in which a board and any exclusive employee representatives have completed the performance rating for teachers or

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

mutually agreed to an alternate performance rating for teachers, with or without contractual continued service. That agreement shall be in writing.

- b) During any time in which the Governor has declared a disaster due to a public health emergency under Section 7 of the Illinois Emergency Management Agency Act (IEMA Act), the following shall apply:
- 1) Any teacher in contractual continued service who received an "Excellent" on his or her most recent evaluation, and whose performance evaluation is not conducted when the evaluation is supposed to be conducted, will not default to the rating of "Proficient" and will instead default to a rating of "Excellent".
 - 2) Any teacher not in contractual continued service will default to the rating of "Proficient".
- c) A school board and any exclusive bargaining representative may mutually agree to an alternate performance rating for teachers not in contractual continued service during any time in which the Governor has declared a disaster due to a public health emergency pursuant to Section 7 of the IEMA Act. That agreement shall be in writing. (Section 24-12 of the Code)

(Source: Added at 44 Ill. Reg. _____, effective _____)

Section 1.325 Teacher Remediation Plan During a Gubernatorial Disaster

If the Governor has declared a disaster due to a public health emergency pursuant to Section 7 of the IEMA Act that suspends in-person instruction, the timelines connected to the commencement and completion of any remediation plan are waived. Unless the parties enter a different written agreement, any remediation plan that had been in place for more than 45 days prior to the suspension of in-person instruction shall resume when in-person instruction resumes. Any remediation plan that had been in place for fewer than 45 days prior to the suspension of in-person instruction shall be discontinued. A new remediation period shall begin when in-person instruction resumes. (Section 24A-5 of the Code)

(Source: Added at 44 Ill. Reg. _____, effective _____)

SUBPART D: THE INSTRUCTIONAL PROGRAM

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

Section 1.421 Remote and Blended Remote Learning Days

- a) Notwithstanding the provisions of this Part, if the Governor has declared a disaster due to a public health emergency under Section 7 of the IEMA Act, the State Superintendent may declare a requirement to use remote learning days or blended remote learning days for a district, multiple districts, a region, or the entire State. During remote learning days, schools shall conduct instruction remotely. During blended remote learning days, schools may utilize hybrid models of in-person and remote instruction. Once declared, remote learning days or blended remote learning days will be implemented in any of grades pre-kindergarten through 12 as days of attendance, and shall be deemed pupil attendance days for calculation of the length of a school term under Section 10-19 of the Code.
- b) For purposes of this Section, a remote learning day or blended remote learning day may be met through a district's implementation of an e-learning program under Section 10-20.56 of the Code.
- c) For any district that does not implement an e-learning program under Section 10-20.56 of the Code, the district shall adopt a remote and blended remote learning day plan approved by the district superintendent. Each district may utilize remote and blended remote learning planning days, consecutively or in separate increments, to develop, review, or amend its remote and blended remote learning day plan or provide professional development to staff regarding remote education. Up to 5 remote and blended remote learning planning days may be deemed pupil attendance days for calculation of the length of a school term under Section 10-19 of the Code.
- 1) Each remote and blended learning day plan shall address the following:
- A) Accessibility of the remote instruction to all students enrolled in the district.
- B) If applicable, a requirement that the remote learning day and blended remote learning day activities reflect State learning standards.
- C) A means for students to confer with an educator, as necessary.

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- D) *The unique needs of students in special populations, including, but not limited to, students eligible for special education under Article 14 of the Code, students who are English learners, as defined in Section 14C-2 of the Code, and students experiencing homelessness under the Education for Homeless Children Act [105 ILCS 45], or vulnerable student populations.*
- E) *How the district will take attendance and monitor and verify each student's remote participation.*
- F) *Transitions from remote learning to on-site learning upon the State Superintendent's declaration that remote learning days or blended remote learning days are no longer deemed necessary.*
- 2) *The district superintendent shall periodically review and amend the district's remote and blended remote learning day plan, as needed, to ensure the plan meets the needs of all students.*
- 3) *Each remote and blended remote learning day plan shall be posted on the district's Internet website where other policies, rules, and standards of conduct are posted and shall be provided to students and faculty.*
- 4) *This Section does not create any additional employee bargaining rights and does not remove any employee bargaining rights.*
- 5) *Statutory and regulatory curricular mandates and offerings may be administered via a district's remote and blended remote learning day plan, except that a district may not offer individual behind-the-wheel instruction required by Section 27-24.2 of the Code via a district's remote and blended remote learning day plan. This Section does not relieve schools and districts from completing all statutory and regulatory curricular mandates and offerings. (Section 34-18.66 of the Code)*

(Source: Added at 44 Ill. Reg. _____, effective _____)

Section 1.422 Electronic Learning (E-Learning) Days ~~Pilot~~ Program

Section 10-20.56 of the ~~School~~ Code ~~[105 ILCS 5/10-20.56]~~ authorizes a ~~pilot~~ program for the use of e-learning days by school districts to provide instruction while the students are not in

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

attendance at the school to which they have been assigned. An e-learning day may be used only in lieu of using one or more emergency days required under Section 10-19 of the ~~School~~ Code or when used during remote learning days and blended remote learning days under Section 10-30 or 34-18.66 of the Code~~[105 ILCS 5/10-19]~~. This Section sets forth the process to apply for approval to participate in the E-Learning Days ~~Pilot~~ Program (hereinafter, referred to as the "e-learning program") and the terms and conditions for the use of e-learning days by participating districts.

- a) An "approvable e-learning day":
 - 1) is a day of instruction provided for students who are not physically present at the school and that is accessible to all students, including students with disabilities and English learners;
 - 2) consists of a minimum of five clock hours of instruction; and
 - 3) is provided through electronic means, such as the *Internet, telephones, text messages, chat rooms, or other similar means of electronic communication for instruction and interaction between teachers and students that meets the needs of all learners*. (Section 10-20.56(b) of the ~~School~~ Code)
- b) "All mandates", as used in Section 10-20.56(b) of the ~~School~~ Code, means mandates specific to academic goals and learning objectives, content areas of instruction, and instructional and other school support services. "All mandates" does not include the provision of transportation, school lunch and breakfast, after school care or other services not directly related to the provision of instruction.
- c) Once an e-learning day is used, a school district approved under this Section shall electronically submit a request to its regional office of education or intermediate service center to amend its calendar not later than 30 days from the date on which an e-learning day was taken. The request shall include a signed assurance that the district complied with each of the requirements of Section 10-20.56 of the ~~School~~ Code and Section 1.420(f)(5)(D) of this Part.
- d) If a school district used the e-learning day pursuant to Section 18-12 of the ~~School~~ Code ~~[105 ILCS 5/18-12]~~, the district also shall submit the information required under Section 1.420(f)(4) of this Part.

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- e) A school district wishing to participate in the E-Learning Days ~~Pilot~~ Program shall submit an application to the State Board of Education that addresses each of the components listed in Section 10-20.56 of the School Code and subsection (f) of this Section.
- 1) Each application for the ~~e-learning program~~ ~~E-Learning Days Pilot Program~~ shall be submitted in a format specified by the State Superintendent by September 1 annually.
 - 2) Each application shall include a cover page that is signed by the school district superintendent; each of the district's exclusive collective bargaining representatives; and, as applicable, the district's regional superintendent of education or chief administrative officer of the district's intermediate service center.
 - 3) Each application shall include a description of the public hearing held by the school board to take testimony from the public, including from school district employees and parents, about the request.
 - 4) Each application shall include a dated copy of the notice of the public hearing that was published in a newspaper of general circulation and a dated copy of the written or electronic notifications about the public hearing that meet the requirements of Section 10-20.56(c) of the ~~School~~ Code.
- f) In addition to addressing each of the components in Section 10-20.56(d) of the ~~School~~ Code, each applicant shall:
- 1) describe the process to be used to verify that five clock-hours of "instruction" under the direct supervision of educator licensed teachers will be provided;
 - 2) present a plan for addressing technology problems and providing other technical support, as applicable to its e-learning delivery system;
 - 3) detail how instruction and other services and programs provided by the e-learning program will:

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- A) address all the instructional mandates contained in Article 27 of the ~~School~~ Code (i.e., language arts, mathematics, the biological, physical and social sciences, the fine arts, and physical development and health) and this Part, as applicable;
 - B) comply with Article 14 of the ~~School~~ Code ~~[105 ILCS 5/Art. 14]~~, 23 Ill. Adm. Code 226 (Special Education), and the Individuals with Disabilities Education Act (also referred to as IDEA) (20 USC 1400 et seq.) and its implementing regulations (34 CFR 300, as amended by 71 Fed. Reg. 46540 (August 14, 2006) and 73 Fed. Reg. 73027 (December 1, 2008), no later amendments or editions included), and ~~section~~Section 504 of the Rehabilitation Act of 1973 (29 USC 701 et seq.), regarding the provision of services for students with disabilities;
 - C) comply with Article 14C of the ~~School~~ Code ~~[105 ILCS 5/Art. 14C]~~ and 23 Ill. Adm. Code 228 (Transitional Bilingual Education), regarding services for English learners;
 - D) address the varying learning needs of students enrolled in general education coursework to include, as applicable, how the district will meet the instructional needs of students participating in, or receiving services from, programs under the Elementary and Secondary Education Act (20 USC 6301 et seq.) or McKinney-Vento Homeless Assistance Act (42 USC 11431 et seq.);
 - E) align to the district's curriculum and address the specific learning objectives of the course of instruction being provided; and
 - F) meet the requirements of Section 27-6 of the ~~School~~ Code ~~[105 ILCS 5/27-6]~~, regarding the provision of physical education, subject to any waiver of the requirement approved pursuant to Section 2-3.25g of the ~~School~~ Code ~~[105 ILCS 5/2-3.25g]~~;
- 4) describe the process it will use to monitor Internet access or other electronic participation of individual students on an e-learning day (also see Section 1.420(f)(5)(D)); the description shall provide sufficient evidence of how students will actively participate in the program and any contingencies to be considered for students who are unable to access

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

instruction due to computer problems, power outages or other circumstances beyond a student's control; and

- 5) describe how expectations for e-learning coursework and other activities will be communicated to students and parents in advance of the school district's use of an e-learning day, as well as how feedback will be gathered from staff, students and parents about the successes and challenges of the e-learning program.
- g) Each application for an ~~e-learning program~~ E-Learning Days Pilot Program that meets the requirements of Section 10-20.56 of the ~~School~~ Code and this Section shall be evaluated according to the criteria set forth in this subsection (g). The three highest ranked applications will be approved.
- 1) **Delivery System (up to 25 points)**
A robust system has been proposed to manage the e-learning system, ensuring accurate identification of students, reliable management of student attendance and provision of effective remedies for technical issues that may arise during the e-learning day that limit or block a student's or staff member's access to online participation.
 - 2) **Instructional Program (up to 25 points)**
The proposed program:
 - A) is built upon research about effective distance learning approaches;
 - B) includes a curriculum with high-quality learning experiences aligned to the learning objectives of the course or grade (including addressing the applicable instructional mandates identified in Article 27 of the ~~School~~ Code); organized lesson plans or other documentation of the instruction to be provided; and sequence and pacing to allow students to be successful; and
 - C) contains no penalties for students who encounter technical difficulties, providing a process for students to submit school work for credit that they were unable to complete during the e-learning day.
 - 3) **Special Populations (up to 25 points)**

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

Provisions for providing services for students with disabilities and English learners are appropriate and comply with State and federal laws and regulations. The program also is likely to meet the varying learning needs of the students enrolled in general education coursework by adequately considering ability, grade level, at-risk status and/or demographic diversity.

- 4) Notification and Training (up to 25 points)
The proposed process for both involving staff, students and parents in the program design and for notifying and orienting them about the e-learning program to be implemented will sufficiently prepare staff, students and parents to fully participate in and navigate the e-learning system effectively and efficiently. A detailed plan is included for collecting feedback from staff, students and parents after an e-learning day is used.
- 5) Priority Consideration
Priority consideration may be given to proposals with specific areas of emphasis, such as to ensure geographic distribution or the participation of school districts with varying demographic characteristics, as identified by the State Superintendent of Education in a particular Request for Applications.
- h) The State Superintendent ~~of Education~~ will notify school districts approved for participation in the ~~e-learning program~~ ~~E-Learning Days Pilot Program~~ no later than 45 days following the close of the application period.
- i) Approval to participate in the ~~e-learning program~~ ~~E-Learning Days Pilot Program~~ will be for three years (see Section 10-20.56(d) of the ~~School~~ Code), except that approval in the second and third years shall be based on a review of the continuation application required under this subsection (i).
- 1) By September 1 of each year following initial approval, each participating school district shall submit a continuation application to the State Superintendent that:
 - A) provides a summary of how the applicant will meet each of the program components listed in Section 10-20.56 of the ~~School~~ Code and this Section;

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- B) describes any changes in the program delivery model to be implemented for the school year;
 - C) identifies any problems encountered in the previous school year related to the provision or monitoring of the program; and
 - D) proposes remedies to be implemented during the next school year to resolve the problems identified.
- 2) The continuation application shall be submitted electronically through the Illinois Web-based Application Security (IWAS) System (see <https://sec1.isbe.net/iwas/asp/login.asp?js=true>) according to the timelines established by the State Superintendent ~~of Education~~.
- 3) Approval during any continuation period shall be contingent upon sufficient evidence that the e-learning program to be implemented in the continuation period meets each of the requirements of Section 10-20.56 of the ~~School~~ Code and the application approved under this Section and that any deficiencies identified have been resolved.
- j) Terms and Conditions of Approval
- 1) A school district that receives approval to participate in the ~~e-learning program~~ [E-Learning Days Pilot Program](#) shall notify all educator licensed personnel and other employees, students and parents that it will be implementing an e-learning program no later than 10 school days after receiving notification of approval from the State Board of Education.
 - 2) An e-learning day shall be implemented on a districtwide basis, except as otherwise authorized under Section 18-12 of the ~~School~~ Code.
 - 3) A school district that is approved to use e-learning days may choose to use an emergency day instead of an e-learning day; that is, the school district's participation in the e-learning program does not compel it to use only e-learning days. Further, the school district is not required to exhaust all of its emergency days before using an e-learning day.
 - 4) A school district using an e-learning day shall use only educator licensed personnel under contract with the school district to deliver instruction,

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

except that a person holding a substitute teaching license issued under Section 21B-20 of the ~~School~~ Code ~~[105 ILCS 5/21B-20]~~ may be used in cases of illness or leaves of absence.

- 5) The school district shall assign one or more school administrators to monitor the program, to include, but not be limited to, verifying attendance, providing instruction should a teacher be unavailable, and overseeing student participation and the technical aspects of the e-learning program.
- 6) The State Superintendent ~~of Education~~ may withdraw approval of the e-learning program when evidence is presented that the school district violated the requirements, terms and conditions set forth in Section 10-20.56 of the ~~School~~ Code and/or the application approved under this Section.
- 7) A student unable to participate in an e-learning day due to computer problems, power outages or other circumstances beyond the student's control shall not be penalized (e.g., unexcused absences, lowering of grades) for his or her inability to participate in the e-learning instruction if the student later completes and submits the required school work within a timeframe specified by the district. A school district, however, shall not count the student as being in attendance on the e-learning day for purposes of determining average daily attendance when computing General State Aid.
- 8) A school district shall compute General State Aid in accordance with the requirements of Section 18-8.05(F) of the ~~School~~ Code and Section 1.420(f) of this Part.
- 9) ~~A school district shall submit a final report specific to its e-learning program no later than December 31, 2018, and interim reports no later than 30 days after an e-learning day is used, that address, at minimum, each of the items listed in this subsection (j)(9). The reports shall be submitted in accordance with a format specified by the State Superintendent of Education. Each report shall include:~~

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- A) ~~a description of the process and evidence used to verify that a minimum of five clock hours of instruction or school work was provided for each student participating on the e-learning day;~~
- B) ~~a summary of how each of the requirements of Section 10-20.56 of the School Code and components of the e-learning program approved under this Section were met, describing any challenges encountered and/or solutions proposed to remedy the problems identified;~~
- C) ~~a summary of attendance information of students and teachers for each e-learning day used, compared to attendance information relative to students and teachers for the three days previous to the e-learning day; and~~
- D) ~~a summary of feedback about the e-learning experience from a representative sampling of teachers, students and parents, and how the e-learning program was improved or modified based on the feedback received.~~

(Source: Amended at 44 Ill. Reg. _____, effective _____)

Section 1.425 Additional Criteria for Physical Education

The requirements of this Section apply to a school's provision of physical education required under Section 27-6 of the ~~School~~ Code ~~[105 ILCS 5]~~.

- a) There shall be a definite school policy regarding credit earned each semester in physical education, with provisions for allowable variables in special cases.
- b) Participation in a physical education course shall be required of all students a minimum of three days per five day instructional week except when an appropriate medical excuse is submitted (see Section 1.425(d)). A school board may also choose to allow for student exemptions as permitted by Section 27-6 of the ~~School~~ Code (see Section 1.425(e)). If a student nonattendance day is scheduled for a day that would otherwise include physical education or the school building is not open to students, physical education for that day does not need to be made up (e.g., if physical education is regularly scheduled for Monday, Wednesday and Friday, but a teacher inservice is scheduled on a given Monday,

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

physical education for that Monday does not have to be moved to Tuesday or Thursday.) However, school districts shall make every effort to ensure all students have the ability to participate in physical education at least three days per week even when school is in session fewer than five days in a given week.

- c) *The physical education and training course offered in grades 5 through 10 may include health education (Section 27-5 of the ~~School~~ Code).*
- d) Pursuant to Section 27-6(a) of the ~~School~~ Code, a student who presents an appropriate excuse from his or her parent or guardian or from a person licensed under the Medical Practice Act of 1987 [\[225 ILCS 60\]](#) shall be excused from participation in physical education.
- 1) Each school board shall honor excuses signed by persons licensed under the Medical Practice Act of 1987 and shall establish a policy defining the types of parental excuses it will deem appropriate for this purpose, which shall include, but not be limited to, reliance upon religious prohibitions.
 - 2) For each type of excuse that will be considered appropriate, the school board shall identify in its policy any evidence or support it will require. For example, a board may require a signed statement from a member of the clergy corroborating the religious basis of a request.
 - 3) *Special activities in physical education shall be provided for pupils whose physical or emotional condition, as determined by a person licensed under the Medical Practice Act of 1987 [\[225 ILCS 60\]](#), prevents their participation in the courses provided for normal children (Section 27-6 of the ~~School~~ Code).*
- e) Under Section 27-6(b) of the ~~School~~ Code, *a school board may excuse pupils from engaging in physical education courses if those pupils request to be excused for any of the reasons listed in this subsection (e). A school board that chooses to allow any of these exemptions shall establish a policy to excuse pupils on an individual basis.* The district shall maintain records showing that, in disposing of each request to be excused from physical education, the district applied the criteria set forth in Section 27-6 of the ~~School~~ Code to the student's individual circumstances.
- 1) School districts shall have guidelines for the return of students who have

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

been excused from a physical education course pursuant to subsections (e)(2) through (4). These guidelines shall return the student to a physical education course as soon as practical. When creating these guidelines, a school district shall take into consideration the following:

- A) The time in the school year when participation ceases;
 - B) Any future or planned additional participation pursuant to subsections (e)(2) through (4) by a student; and
 - C) Student class schedules.
- 2) *Students in grades 7-12 on a case-by-case basis, for ongoing participation in an interscholastic (e.g., Illinois Elementary School Association, the Southern Illinois Junior High Athletic Association, and Illinois High School Association) or extracurricular athletic program. Interscholastic and extracurricular athletic programs are limited to those programs that are sponsored by the school district as defined by school district policy.*
- 3) Students in grades 11-12
- A) *ongoing participation in interscholastic athletics;*
 - B) *enrollment in a course required for admittance into postsecondary education; or*
 - C) *enrollment in a course required for high school graduation, provided that failure to take such classes will result in the pupil being unable to graduate.*
- 4) Students in grades 9-12
- A) *ongoing participation in marching band for credit; or*
 - B) *enrollment in a Reserve Officer's Training Corps (ROTC) program sponsored by the school district.*
- 5) Students in grades 3-12

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- A) *eligibility for special education services and the student's parent or guardian agrees, or there is a determination by the student's individualized education program (IEP) team, that the student needs this time for special education support and services; or*
- B) *participation in an adaptive athletic program outside school setting as outlined in the student's IEP and as documented according to school board policy. (See Section 27-6 of the ~~School~~ Code.)*
- 6) A board shall have no authority to honor parental excuses based upon students' participation in athletic training, activities or competitions conducted outside the auspices of the school district.
- f) **Assessment and Reporting**
In accordance with Section 27-6.5 of the ~~School~~ Code, each school shall *use a scientifically-based, health-related physical fitness assessment for grades 3 through 12 and periodically report fitness information to the State Board of Education to assess student fitness indicators. If the Governor has declared a disaster due to a public health emergency pursuant to Section 7 of the Illinois Emergency Management Agency Act, no student shall be required to participate in a physical fitness assessment for the duration of that declaration. (Section 27-6.5 of the Act)*
- 1) For the purposes of this subsection (f), each school shall administer the FitnessGram[®] (<http://www.fitnessgram.net/>; also see subsection (f)(3)) to students in grades 3 through 12 (except as noted in subsection (f)(1)(A) and as exempted under Section 27-6 of the ~~School~~ Code) for the components and using the test items listed in subsections (f)(1)(A) through (f)(1)(D). Beginning in school year 2016-17, the FitnessGram[®] shall be administered at least annually in the second semester of the school year; however, schools also are encouraged to administer the assessment at the start of the school year in order to receive pre- and post-results.
- A) Aerobic Capacity, grades 4 through 12, either the PACER test or the Mile Run test.
- B) Flexibility, either the Back-Saver Sit and Reach test or the Trunk Lift test.

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- C) Muscular Endurance, the Curl-up test.
 - D) Muscular Strength, the Push-up test.
- 2) As applicable, a school shall use the methodologies of the Brockport Physical Fitness Testing accessible at <http://www.pyfp.org/> to meet the requirements of this subsection (f) for any student with known orthopedic, intellectual and/or visual disabilities whose Individualized Education Program (IEP) and/or 504 Plan identifies the FitnessGram[®] as not appropriate.
 - 3) In order to ensure that the FitnessGram[®] and Brockport protocols are followed, school personnel administering the assessments shall participate in training related to the proper administration and scoring of the assessment by reviewing the chapters of the FitnessGram[®] Test Administration Manual titled "Test Administration", "Aerobic Capacity", and "Muscular Strength, Endurance and Flexibility" and, if applicable, the Brockport Physical Fitness Test Manual for students with disabilities, which are accessible at <http://www.pyfp.org/>. Each school district shall maintain evidence of an individual's successful completion of the training and make it available to the State Board of Education upon request.
 - 4) *Fitness scores shall not be used for grading students or evaluating teachers* under the provisions of Article 24A of the School Code (Section 27-6.5(b) of the ~~School~~ Code).
 - 5) Each school district shall annually report aggregate data regarding the total number of students whose fitness results for each of the components listed in subsection (f)(1) were identified as meeting the "healthy fitness zone" or as "needs improvement zone".
 - A) Data shall be submitted electronically to the State Board of ~~Education~~ no later than June 30 of each school year, beginning in school year 2016-17, using the Illinois State Board of Education Web Application Security System (IWAS).
 - B) Data shall be reported for students in grades 5, 7 and 10 only and include:

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- i) the total number of students tested by grade and gender;
 - ii) the total number of students achieving at the "healthy fitness zone" by grade and gender;
 - iii) the total number of students identified as "needs improvement zone" by grade and gender.
- h) Each school district shall establish procedures and protocols to ensure the confidentiality of individual student assessment results consistent with the requirements of the Illinois School Student Records Act [105 ILCS 10] and the Family Educational Rights and Privacy Act (20 USC 1232g).

(Source: Amended at 44 Ill. Reg. _____, effective _____)

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- 1) Heading of the Part: Educator Licensure
- 2) Code Citation: 23 Ill. Adm. Code 25
- 3)

<u>Section Numbers:</u>	<u>Proposed Actions:</u>
25.25	Amendment
25.92	Amendment
25.100	Amendment
25.720	Amendment
25.1000	New Section
25.1010	New Section
25.1015	New Section
25.1020	New Section
- 4) Statutory Authority: 105 ILCS 5/21B-20, 21B-35, 21B-45, 21B-50, and 21B-110
- 5) A Complete Description of the Subjects and Issues Involved: This rulemaking is in response to PA 101-643, which sets various education protocols for when the Governor declares a disaster due to a public health emergency. Specifically, the rulemaking addresses the teacher performance assessment and student teaching and required internships or field experience.
- 6) Published studies or reports, and sources of underlying data, used to compose this rulemaking: None
- 7) Will this rulemaking replace any emergency rule currently in effect? Yes
- 8) Does this rulemaking contain an automatic repeal date? No
- 9) Does this rulemaking contain incorporations by reference? No
- 10) Are there any other rulemakings pending on this Part? No
- 11) Statement of Statewide Policy Objective: This rulemaking will not create or enlarge a State mandate.
- 12) Time, Place and Manner in which interested persons may comment on this rulemaking: Written comments may be submitted within 45 days of the publication of this Notice to:

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

Azita Kakvand
Illinois State Board of Education
100 North First Street
Springfield IL 62777-0001

217/782-6510
rules@isbe.net

- 13) Initial Regulatory Flexibility Analysis:
- A) Types of small businesses, small municipalities and not-for-profit corporations affected: None
 - B) Reporting, bookkeeping or other procedures required for compliance: None
 - C) Types of professional skills necessary for compliance: None
- 14) Small Business Impact Analysis: None
- 15) This rulemaking was not included on the most recent Regulatory Agenda: This rulemaking was not anticipated at the time the Regulatory Agenda was filed.

The full text of the Proposed Amendments begins on the next page:

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

TITLE 23: EDUCATION AND CULTURAL RESOURCES

SUBTITLE A: EDUCATION

CHAPTER I: STATE BOARD OF EDUCATION

SUBCHAPTER b: PERSONNEL

PART 25

EDUCATOR LICENSURE

SUBPART A: DEFINITIONS

Section

25.10 Accredited Institution

SUBPART B: LICENSES

Section

25.11 New Certificates (February 15, 2000) (Repealed)
25.15 Types of Licenses; Exchange
25.20 Requirements for the Elementary Certificate (Repealed)
25.22 Requirements for the Elementary Certificate (2004) (Repealed)
25.25 Requirements for the Professional Educator License
25.30 Endorsement in Teacher Leadership (Through December 31, 2012) (Repealed)
25.32 Teacher Leader Endorsement
25.35 Acquisition of Subsequent Certificates; Removal of Deficiencies (Repealed)
25.37 Acquisition of Subsequent Endorsements on a Professional Educator License
25.40 Grade-Level Endorsements
25.42 Requirements for the Special Certificate (2004) (Repealed)
25.43 Endorsements for Special Education Teachers
25.45 Standards for the Initial Special Preschool-Age 12 Certificate – Speech and Language Impaired (Repealed)
25.46 Special Provisions for the Learning Behavior Specialist I Endorsement
25.47 Special Provisions for the Learning Behavior Specialist I Approval
25.48 Short-Term Emergency Approval in Special Education
25.50 General Certificate (Repealed)
25.60 Alternative Educator Licensure Program for Teachers (Beginning January 1, 2013)
25.65 Alternative Educator Licensure (Repealed)
25.67 Alternative Route to Teacher Licensure (Repealed)
25.70 Endorsement for Career and Technical Educator

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- 25.72 Endorsement for Provisional Career and Technical Educator
25.75 Part-time Provisional Certificates (Repealed)
25.80 Endorsement for Part-time Provisional Career and Technical Educator
25.82 Requirements for the Early Childhood Certificate (2004) (Repealed)
25.85 Special Provisions for Endorsement in Foreign Language for Individuals
Currently Certified (Repealed)
25.86 Special Provisions for Endorsement in Foreign Language for Individuals Prepared
as Teachers But Not Currently Certified (Repealed)
25.90 Endorsement for Transitional Bilingual Educator
25.92 Endorsement for Visiting International Educator
25.95 World Language Endorsement for the Transitional Bilingual Educator
25.96 Endorsement for Early Childhood Education (Birth through Grade 2)
25.97 Endorsement for Elementary Education (Grades 1 through 6)
25.99 Endorsement for the Middle Grades (Grades 5 through 8)
25.100 Teaching Endorsements on the Professional Educator License
25.105 Temporary Substitute Teaching Permit (Repealed)

SUBPART C: APPROVING PROGRAMS THAT PREPARE PROFESSIONAL
EDUCATORS IN THE STATE OF ILLINOIS

- Section
25.110 Definitions
25.115 Educator Preparation Providers
25.120 Initial Approval of Educator Preparation Programs by the State Board of
Education
25.125 Accreditation of Educator Preparation Providers and Approval of Educator
Preparation Programs through CAEP
25.127 Reporting; Review of State Reauthorized Educator Preparation Providers and
Individual Programs; and Entitlement Audits
25.130 Interventions by the State Board of Education and State Educator Preparation and
Licensure Board
25.135 Interim Provisions for Continuing Accreditation and Approval – July 1, 2000,
through Fall Visits of 2001 (Repealed)
25.136 Interim Provisions for Continuing Accreditation – Institutions Visited from Spring
of 2002 through Spring of 2003 (Repealed)
25.137 Interim Provisions for Continuing Accreditation and Approval – July 1, 1999,
through June 30, 2000 (Repealed)
25.140 Requirements for the Institution's Educational Unit Assessment Systems
(Repealed)

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- 25.142 Assessment Requirements for Individual Programs (Repealed)
- 25.145 Approval of New Programs Within Recognized Institutions (Repealed)
- 25.147 Approval of Programs for World Language
- 25.150 The Periodic Review Process (Repealed)
- 25.155 Procedures for the Initial Recognition of an Institution as an Educator Preparation Institution and Its Educational Unit (Repealed)
- 25.160 Notification of Recommendations; Decisions by State Board of Education
- 25.165 Discontinuation of Programs

SUBPART D: SCHOOL SUPPORT PERSONNEL

- Section
- 25.200 Relationship Among Endorsements in Subpart D
- 25.210 Requirements for the Certification of School Social Workers (Repealed)
- 25.215 Endorsement for School Social Workers
- 25.220 Requirements for the Certification of Guidance Personnel (Repealed)
- 25.225 Endorsement for School Counselors
- 25.227 Interim Approval for School Counselor Interns
- 25.230 Nationally Certified School Psychologist
- 25.235 Endorsement for School Psychologists
- 25.240 Standard for School Nurse Endorsement (Repealed)
- 25.245 Endorsement for School Nurses
- 25.250 Standards for Non-Teaching Speech-Language Pathologists
- 25.252 Endorsement for Non-Teaching Speech-Language Pathologists
- 25.255 Interim Approval for Speech-Language Pathologist Interns
- 25.260 Endorsement for School Marriage and Family Therapists
- 26.265 Interim Approval for School Marriage and Family Therapist Interns
- 25.275 Renewal of the Professional Educator License Endorsed for School Support Personnel (Repealed)

SUBPART E: REQUIREMENTS FOR THE LICENSURE OF
ADMINISTRATIVE AND SUPERVISORY STAFF

- Section
- 25.300 Relationship Among Credentials in Subpart E
- 25.310 Definitions (Repealed)
- 25.311 Alternative Route to Superintendent Endorsement (Beginning January 1, 2013)
- 25.313 Alternative Route to Administrative Endorsement (Through August 31, 2013) (Repealed)

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- 25.314 Alternative Route to Administrative Certification for Teacher Leaders (Repealed)
- 25.315 Renewal of Administrative Endorsement (Repealed)
- 25.320 Application for Approval of Program (Repealed)
- 25.322 General Supervisory Endorsement (Repealed)
- 25.330 Standards and Guide for Approved Programs (Repealed)
- 25.333 General Administrative Endorsement (Repealed)
- 25.335 General Administrative Endorsement (Through June 30, 2016)
- 25.337 Principal Endorsement (2013)
- 25.338 Designation as Master Principal (Repealed)
- 25.344 Chief School Business Official Endorsement (Repealed)
- 25.345 Endorsement for Chief School Business Official
- 25.355 Endorsement for Superintendent (Beginning September 1, 2016)
- 25.360 Endorsement for Superintendent (Through August 31, 2019)
- 25.365 Endorsement for Director of Special Education

SUBPART F: GENERAL PROVISIONS

- Section
- 25.400 Registration of Licenses; Fees
- 25.405 Military Service; Licensure
- 25.410 Reporting Requirements for Revoked or Suspended Licenses; License Application Denials
- 25.411 Voluntary Removal of Endorsements
- 25.415 Credit in Junior College (Repealed)
- 25.420 Psychology Accepted as Professional Education (Repealed)
- 25.425 Individuals Prepared in Out-of-State Institutions
- 25.427 Limitation on Evaluation or Entitlement
- 25.430 Short-Term Approval for Teachers at All Grade Levels
- 25.435 School Service Personnel Certificate – Waiver of Evaluations (Repealed)
- 25.437 Equivalency of General Education Requirements (Repealed)
- 25.440 Master of Arts NCATE (Repealed)
- 25.442 Illinois Teacher Corps Programs (Through August 31, 2013) (Repealed)
- 25.444 Illinois Teaching Excellence Program
- 25.445 College Credit for High School Mathematics and Language Courses (Repealed)
- 25.450 Lapsed Licenses
- 25.455 Substitute Certificates (Repealed)
- 25.460 Provisional Special and Provisional High School Certificates (Repealed)
- 25.464 Short-Term Authorization for Positions Otherwise Unfilled (Repealed)
- 25.465 Credit (Repealed)

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- 25.470 Meaning of Experience on Administrative Certificates (Repealed)
25.475 Renewal Requirements for Holders of Multiple Types of Endorsements on a Professional Educator License (Repealed)
25.480 Supplemental Documentation and Review of Certain License Applications
25.485 Licensure of Persons with Prior Certificate or License Sanctions
25.486 Licensure of Persons Who Are Delinquent in the Payment of Child Support
25.487 Licensure of Persons with Illinois Tax Noncompliance
25.488 Licensure of Persons Named in Reports of Child Abuse or Neglect
25.489 Licensure of Persons Who Are in Default on Student Loans (Repealed)
25.490 Licensure of Persons Who Have Been Convicted of a Crime
25.491 Licensure of Persons with Unsatisfactory Performance Evaluation Ratings
25.493 Part-Time Teaching Interns (Repealed)
25.495 Approval of Out-of-State Institutions and Programs (Repealed)
25.497 Supervisory Endorsements

SUBPART G: PARAPROFESSIONALS; OTHER PERSONNEL

Section

- 25.510 Endorsement for Paraprofessional Educators
25.520 Substitute Teaching License
25.525 Short-Term Substitute Teaching License
25.530 Specialized Instruction by Noncertificated Personnel (Repealed)
25.540 Approved Teacher Aide Programs (Repealed)
25.550 Approval of Educational Interpreters
25.560 Approval of Interveners for Students Who Are Deaf-Blind

SUBPART H: CLINICAL EXPERIENCES

Section

- 25.610 Definitions
25.620 Student Teaching
25.630 Pay for Student Teaching (Repealed)

SUBPART I: ILLINOIS LICENSURE TESTING SYSTEM

Section

- 25.705 Purpose – Severability
25.710 Definitions
25.715 Test Validation

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

25.717	Test Equivalence
25.720	Applicability of Testing Requirement and Scores
25.725	Applicability of Scores (Repealed)
25.728	Use of Test Results by Institutions of Higher Education
25.730	Registration – Paper-and-Pencil Testing
25.731	Registration – Computer-Based Testing
25.732	Late Registration
25.733	Emergency Registration
25.735	Frequency and Location of Tests
25.740	Accommodation of Persons with Special Needs
25.745	Special Test Dates
25.750	Conditions of Testing
25.755	Cancellation of Scores; Voiding of Scores
25.760	Passing Score
25.765	Individual Test Score Reports
25.770	Re-scoring
25.775	Institution Test Score Reports
25.780	Fees

SUBPART J: RENEWAL OF PROFESSIONAL EDUCATOR LICENSES

Section	
25.800	Professional Development Required (Beginning July 1, 2014)
25.805	Continuing Professional Development Options
25.807	Additional Specifications Related to Professional Development Activities of Special Education Teachers (Repealed)
25.810	State Priorities (Repealed)
25.815	Submission and Review of the Plan (Repealed)
25.820	Requirements for Coursework on the Assessment of One's Own Performance (Repealed)
25.825	Requirements for Coursework Related to the National Board for Professional Teaching Standards (NBPTS) (Repealed)
25.830	Verification of Completed Activities; Renewal Process
25.832	Validity and Renewal of NBPTS Master Teacher Designation
25.835	Request for Extension
25.840	Appeals to the State Educator Preparation and Licensure Board
25.845	Responsibilities of School Districts (Repealed)
25.848	General Responsibilities of LPDCs (Repealed)
25.850	General Responsibilities of Regional Superintendents (Repealed)

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- 25.855 Approval of Professional Development Providers
- 25.860 Reporting by and Audits of Providers
- 25.865 Awarding of Credit for Activities with Providers
- 25.870 Continuing Education Units (CEUs) (Repealed)
- 25.872 Special Provisions for Interactive, Electronically Delivered Continuing Professional Development (Repealed)
- 25.875 Continuing Professional Development Units (CPDUs) (Through June 30, 2014)
- 25.880 "Valid and Exempt" Licenses; Proportionate Reduction; Part-Time Teaching Funding; Expenses (Repealed)
- 25.885

SUBPART K: REQUIREMENTS FOR RECEIPT OF
THE STANDARD TEACHING CERTIFICATE

Section

- 25.900 Applicability of Requirements in this Subpart (Repealed)
- 25.905 Choices Available to Holders of Initial Certificates (Repealed)
- 25.910 Requirements for Induction and Mentoring (Repealed)
- 25.915 Requirements for Coursework on the Assessment of One's Own Performance (Repealed)
- 25.920 Requirements for Coursework Related to the National Board for Professional Teaching Standards (NBPTS) (Repealed)
- 25.925 Requirements Related to Advanced Degrees and Related Coursework (Repealed)
- 25.930 Requirements for Continuing Professional Development Units (CPDUs) (Repealed)
- 25.935 Additional Activities for Which CPDUs May Be Earned (Repealed)
- 25.940 Examination (Repealed)
- 25.942 Requirements for Additional Options (Repealed)
- 25.945 Procedural Requirements (Repealed)

SUBPART L: PUBLIC HEALTH EMERGENCY DECLARATION

- 25.1000 Definitions
- 25.1010 Applicability
- 25.1015 Teacher Performance Assessment
- 25.1020 Student Teaching; Field Experience

- 25.APPENDIX A Statistical Test Equating – Licensure Testing System
- 25.APPENDIX B Certificates Available Effective February 15, 2000 (Repealed)
- 25.APPENDIX C Exchange of Certificates for Licenses (July 1, 2013)

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- 25.APPENDIX D Criteria for Identification of Teachers as "Highly Qualified" in Various Circumstances
- 25.APPENDIX E Endorsement Structure Beginning July 1, 2013

AUTHORITY: Implementing Articles 21 and 21B and authorized by Section 2-3.6 of the School Code [105 ILCS 5/Art. 21, Art. 21B, and 2-3.6].

SOURCE: Rules and Regulations to Govern the Certification of Teachers adopted September 15, 1977; amended at 4 Ill. Reg. 28, p. 336, effective July 16, 1982; amended at 7 Ill. Reg. 5429, effective April 11, 1983; codified at 8 Ill. Reg. 1441; amended at 9 Ill. Reg. 1046, effective January 16, 1985; amended at 10 Ill. Reg. 12578, effective July 8, 1986; amended at 10 Ill. Reg. 15044, effective August 28, 1986; amended at 11 Ill. Reg. 12670, effective July 15, 1987; amended at 12 Ill. Reg. 3709, effective February 1, 1988; amended at 12 Ill. Reg. 16022, effective September 23, 1988; amended at 14 Ill. Reg. 1243, effective January 8, 1990; amended at 14 Ill. Reg. 17936, effective October 18, 1990; amended at 15 Ill. Reg. 17048, effective November 13, 1991; amended at 16 Ill. Reg. 18789, effective November 23, 1992; amended at 19 Ill. Reg. 16826, effective December 11, 1995; amended at 21 Ill. Reg. 11536, effective August 1, 1997; emergency amendment at 22 Ill. Reg. 5097, effective February 27, 1998, for a maximum of 150 days; amended at 22 Ill. Reg. 11767, effective June 25, 1998; amended at 22 Ill. Reg. 19745, effective October 30, 1998; amended at 23 Ill. Reg. 2843, effective February 26, 1999; amended at 23 Ill. Reg. 7231, effective June 14, 1999; amended at 24 Ill. Reg. 7206, effective May 1, 2000; emergency amendments at 24 Ill. Reg. 9915, effective June 21, 2000, for a maximum of 150 days; amended at 24 Ill. Reg. 12930, effective August 14, 2000; preemptory amendment at 24 Ill. Reg. 16109, effective October 12, 2000; preemptory amendment suspended at 25 Ill. Reg. 3718, effective February 21, 2001; preemptory amendment repealed by joint resolution of the General Assembly, effective May 31, 2001; emergency amendments at 25 Ill. Reg. 9360, effective July 1, 2001, for a maximum of 150 days; emergency expired November 27, 2001; emergency amendments at 25 Ill. Reg. 11935, effective August 31, 2001, for a maximum of 150 days; amended at 25 Ill. Reg. 16031, effective November 28, 2001; amended at 26 Ill. Reg. 348, effective January 1, 2002; amended at 26 Ill. Reg. 11867, effective July 19, 2002; amended at 26 Ill. Reg. 16167, effective October 21, 2002; amended at 27 Ill. Reg. 5744, effective March 21, 2003; amended at 27 Ill. Reg. 8071, effective April 28, 2003; emergency amendments at 27 Ill. Reg. 10482, effective June 26, 2003, for a maximum of 150 days; amended at 27 Ill. Reg. 12523, effective July 21, 2003; amended at 27 Ill. Reg. 16412, effective October 20, 2003; emergency amendment at 28 Ill. Reg. 2451, effective January 23, 2004, for a maximum of 150 days; amended at 28 Ill. Reg. 8556, effective June 1, 2004; emergency amendments at 28 Ill. Reg. 12438, effective August 20, 2004, for a maximum of 150 days; emergency expired January 16, 2005; amended at 29 Ill. Reg. 1212, effective January 4, 2005; amended at 29 Ill. Reg. 10068, effective June 30, 2005; amended at 29 Ill. Reg. 12374, effective

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

July 28, 2005; emergency amendment at 29 Ill. Reg. 14547, effective September 16, 2005, for a maximum of 150 days; amended at 29 Ill. Reg. 15831, effective October 3, 2005; amended at 30 Ill. Reg. 1835, effective January 26, 2006; amended at 30 Ill. Reg. 2766, effective February 21, 2006; amended at 30 Ill. Reg. 8494, effective April 21, 2006; amended at 31 Ill. Reg. 10645, effective July 16, 2007; amended at 32 Ill. Reg. 3413, effective February 22, 2008; amended at 32 Ill. Reg. 13263, effective July 25, 2008; emergency amendment at 32 Ill. Reg. 18876, effective November 21, 2008, for a maximum of 150 days; amended at 33 Ill. Reg. 5462, effective March 24, 2009; amended at 34 Ill. Reg. 1582, effective January 12, 2010; amended at 34 Ill. Reg. 15357, effective September 21, 2010; amended at 35 Ill. Reg. 4315, effective February 23, 2011; peremptory amendment at 35 Ill. Reg. 14663, effective August 22, 2011; amended at 35 Ill. Reg. 16755, effective September 29, 2011; amended at 36 Ill. Reg. 2191, effective January 24, 2012; amended at 36 Ill. Reg. 12455, effective July 23, 2012; emergency amendment at 36 Ill. Reg. 12903, effective July 24, 2012, for a maximum of 150 days; amended at 37 Ill. Reg. 199, effective December 19, 2012; amended at 37 Ill. Reg. 8379, effective June 12, 2013; amended at 37 Ill. Reg. 16729, effective October 2, 2013; amended at 38 Ill. Reg. 11261, effective May 6, 2014; amended at 38 Ill. Reg. 18933, effective September 8, 2014; amended at 38 Ill. Reg. 21788, effective November 3, 2014; amended at 39 Ill. Reg. 6649, effective April 27, 2015; amended at 39 Ill. Reg. 13722, effective October 5, 2015; amended at 40 Ill. Reg. 4940, effective March 2, 2016; amended at 40 Ill. Reg. 12346, effective August 9, 2016; amended at 41 Ill. Reg. 8813, effective June 28, 2017; emergency amendment at 41 Ill. Reg. 8949, effective June 28, 2017, for a maximum of 150 days; amended at 41 Ill. Reg. 14075, effective November 3, 2017; amended at 42 Ill. Reg. 8830, effective May 21, 2018; amended at 43 Ill. Reg. 14806, effective December 4, 2019; emergency amendment at 44 Ill. Reg. 8013, effective April 27, 2020, for a maximum of 150 days; amended at 44 Ill. Reg. _____, effective _____.

SUBPART B: LICENSES

Section 25.25 Requirements for the Professional Educator License

The requirements of this Section shall apply to the issuance of professional educator licenses. All professional education and content-area coursework that forms part of an application for licensure, endorsement or approval submitted under this Part must have been passed with a grade no lower than "C-" or equivalent in order to be counted towards fulfillment of the applicable requirements. [If the Governor declares a disaster due to a public health emergency under Section 7 of the Illinois Emergency Management Agency Act \[20 ILCS 3305\], Illinois educator preparation providers shall be exempt from the "C-" or higher provision when entitling candidates for licensure if the candidates are already enrolled in an educator preparation course.](#)

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- a) Each applicant shall:
- 1) hold a bachelor's degree; and
 - 2) one of the following:
 - A) have completed an approved Illinois educator preparation program for the type of endorsement (i.e., teaching, administrative or school support personnel) sought on the professional educator license (see Subpart C). (Thirty-two semester hours in the endorsement area sought is required for teaching endorsements.) Each applicant must complete coursework addressing:
 - i) *the psychology of, the identification of, and the methods of instruction for the exceptional child, including without limitation the learning disabled* (Section 21B-20(1) of the School Code [105 ILCS 5]), which shall focus on the characteristics and methods of instruction for cross-categorical special education students so that all teachers:
 - understand the impact that disabilities have on the cognitive, physical, emotional, social and communication development of an individual and provide opportunities that support the intellectual, social and personal development of all students;
 - understand how students differ in their approaches to learning and create instructional opportunities that are adapted to diverse learners; and
 - understand instructional planning and design instruction based on knowledge of the discipline, students, community and curriculum goal;
 - ii) *methods of reading and reading in the content area* (Section 21B-20(1) of the ~~School~~ Code), which for teachers and administrators shall address each of the following standards:

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- varied instructional approaches used before, during, and after reading, including those that develop word knowledge, vocabulary, comprehension, fluency and strategy used in the content areas;
 - the construction of meaning through the interactions of the reader's background knowledge and experiences, the information in the text and the purpose of the reading situation;
 - communication theory, language development and the role of language in learning;
 - the relationships among reading, writing and oral communication and understanding how to integrate these components to increase content learning;
 - the design, selection, modification and evaluation of a wide range of materials for the content areas and the reading needs of the student;
 - variety of formal and informal assessments to recognize and address the reading, writing and oral communication needs of each student; and
 - varied instructional approaches that develop word knowledge, vocabulary, comprehension, fluency and strategy use in the content areas;
- iii) *methods of reading and reading in the content area* (Section 21B-20(1) of the ~~School~~ Code), which for school support personnel shall address each of the following standards:
- understands how students acquire reading competency;

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- understands reading deficits and reading levels, and how they contribute to a student's ability to succeed in kindergarten through grade 12;
 - understands the correlation of behavior and classroom culture (discipline, management, control, influence on engagement) on reading development and reading acquisition; and
 - uses the skills and strategies specific to their school support personnel specialty to support or enhance reading skill development, as applicable; and
- iv) complete a program satisfaction survey on the State Board of Education's Educator Licensure Information System (ELIS) before receiving his or her professional educator license; or
- B) pursuant to Section 21B-35 of the ~~School~~ Code, hold a valid, comparable certificate or license in another state or country, or have completed a comparable teaching or administrative preparation program in another state or country (see Section 25.425 of this Part), including:
- i) coursework *in the methods of instruction of the exceptional child* (Section 21B-35(a)(3) of the ~~School~~ Code) in cross-categorical special education that meets the requirements of subsection (a)(1)(A);
 - ii) *coursework in methods of reading and reading in the content area* (Section 21B-35(a)(4) of the ~~School~~ Code) that meets the requirements of subsection (a)(1)(B); and
 - iii) coursework *in instructional strategies for English language learners* (Section 21B-34(a)(5) of the ~~School~~ Code), which shall address bilingual education, English as a Second Language or English as a New Language methods; or

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- 3) pursuant to Section 21B-35 of the ~~School~~-Code, hold a valid, comparable certificate or license in another state or country, or have completed a comparable school support personnel preparation program in another state or country (see Section 25.425), including college coursework in:
 - A) *the methods of instruction of the exceptional child* (Section 21B-35(a)(3) of the ~~School~~-Code) in cross-categorical special education, which shall meet the requirements outlined in subsection (a)(1)(A);
 - B) *the methods of reading and reading in the content area* (Section 21B-35(a)(4) of the ~~School~~-Code), which shall meet the requirements outlined in subsection (a)(1)(C); and
 - C) *instructional strategies for English language learners* (Section 21B-35(a)(5) of the ~~School~~-Code), which shall align to standards for addressing second language acquisition and the diverse learner set forth in the Standards for the Speech-Language Pathologist (23 Ill. Adm. Code 28.230) or, for other school support personnel, the applicable standards in 23 Ill. Adm. Code 23 (Standards for School Support Personnel Endorsements).
- b) Each applicant for a professional educator license endorsed in a teaching field shall have completed student teaching in conformance with the requirements of Section 25.620, except in the following circumstances:
 - 1) Applicants awarded credit in student teaching on a transcript issued by a regionally accredited institution of higher education need not complete another student teaching experience.
 - 2) One full year's teaching experience on a valid certificate or license in the public schools shall be accepted in lieu of student teaching.
 - 3) Applicants holding a bachelor's degree and a valid, comparable certificate or license from another state or country do not need to provide evidence of student teaching.
- c) For the purposes of this Part:

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- 1) a "valid, comparable certificate or license" means a current (not expired) certificate or license endorsed in the specific content area and grade levels for which Illinois licensure is sought that is equivalent to an Illinois professional educator license; and
 - 2) "one full year's teaching experience" means the equivalent of two semesters of scheduled full-time teaching, which may, however, be accumulated in any combination of increments. That is, it need not be accumulated through full-time teaching.
- d) Evidence of teaching experience, as may be required under this Part, may be satisfied in one of the following ways:
- 1) For teachers employed in Illinois public schools, verification of the teacher's experience obtained from ELIS may be used.
 - 2) The chief administrator or other designated official of the employing school district or nonpublic school (or other employing entity, if applicable to the holder of a professional educator license endorsed for early childhood; also see subsection (d)(4)) may submit a letter documenting the nature and duration of the applicant's teaching.
 - 3) A letter signed by an official of the state education agency in another state may be substituted for an employer's letter when the latter cannot be secured.
 - 4) Early childhood teaching experience shall be understood as contributing to the fulfillment of this requirement if gained in a position for which a professional educator license endorsed for early childhood was required pursuant to the rules of the State Board of Education at 23 Ill. Adm. Code 235 (Early Childhood Block Grant).
 - 5) Experience gained while teaching in a home school shall not be applicable to the fulfillment of this requirement.
- e) Each applicant for a professional educator license endorsed in an administrative or school support personnel field shall meet the applicable requirements of Subpart D or E, respectively.

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- f) The professional educator license shall be endorsed in accordance with this Part.
- g) Each applicant shall be required to pass the tests required for the professional educator license as specified in Section 21B-30 of the ~~School~~ Code and Section 25.720 of this Part.
- h) If a candidate has completed all of the requirements for an Illinois-approved educator preparation program at an Illinois institution of higher education as listed in subsection (h)(1), but has not successfully passed a teacher performance assessment (TPA), the candidate may be entitled for an educator license with stipulations endorsed for a provisional in-State educator by the institution where the program was completed.
 - 1) The candidate must have:
 - A) at least a bachelor's degree;
 - B) completed all components of an approved educator preparation program, excluding passing the TPA;
 - C) passed a test of basic skills and applicable content test, as required by Section 21B-30 of the ~~School~~ Code; and
 - D) attempted a TPA and received a minimum score on that assessment, as established by the State Board in consultation with the State Educator Preparation and Licensure Board.
 - 2) The provisional in-State educator endorsement on an educator license with stipulations is valid for one full fiscal year after the date of issuance and may not be renewed.

(Source: Amended at 44 Ill. Reg. _____, effective _____)

Section 25.92 Endorsement for Visiting International Educator

The procedure and requirements described in this Section shall apply when Illinois school districts conduct formal recruitment programs outside the United States to secure the services of qualified teachers.

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- a) The school district that is seeking to recruit teachers shall enter into a written agreement with the State Board of Education regarding its recruitment program, shall provide assurances as the State Board may require regarding compliance with applicable procedures, training of representatives, and support for candidates employed under the program. In accordance with Section 21B-20(2)(I) of the [School Code](#) ~~[105 ILCS 5/21B-20(2)(I)]~~, the school district also shall be responsible for preliminary verification that each candidate:
- 1) *holds the equivalent of a minimum of a bachelor's degree issued in the United States;*
 - 2) *has been prepared as a teacher at the grade level for which he or she will be employed;*
 - 3) *has adequate content knowledge in the subject matter to be taught; and*
 - 4) *has an adequate command of the English language.*
- b) A representative of the recruiting school district shall review the equivalence of each candidate's degree to a bachelor's degree earned in the United States, the concentration of the candidate's coursework in the area of potential teaching assignment, and the grade levels for which the candidate has been prepared, using reports of foreign educational systems furnished by the National Association of Foreign Student Affairs (AFSA) and the American Association of Collegiate Registrars and Admissions Officers (AACRAO).
- c) A representative of the recruiting school district who has been trained by the State Board of Education or its designee in the use of the required instruments shall:
- 1) administer the Nelson-Denny Reading Test™ published by Riverside Publishing, 3800 Golf Road, Suite 200, Rolling Meadows IL 60008 and available at <http://www.riversidepublishing.com/about/> to evaluate each candidate's English-language vocabulary and reading comprehension against a passing score expressed as the grade-level equivalent of 10.7; and
 - 2) administer the Oral Proficiency Interview described in "ACTFL Proficiency Guidelines 2012 – Speaking" (2012), published by the American Council on the Teaching of Foreign Languages (ACTFL), 1001

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

North Fairfax Street, Suite 200, Alexandria VA 22314 and posted at <http://actflproficiencyguidelines2012.org/> (no later amendments to or editions of these standards are incorporated) and evaluate the candidate's oral English-language proficiency against a minimum passing score of 2+ (Advanced High) on the rating rubric of the ACTFL.

- d) The recruiting school district shall provide a report to the State Board of Education outlining the district's conclusions regarding each candidate whose eligibility it considers to have been verified. This report shall provide or summarize at least:
- 1) the information that has led the district to conclude that the individual's degree should be considered the equivalent of a bachelor's degree earned in the United States;
 - 2) how the district has identified the grade levels for which the individual has been prepared;
 - 3) the information that has led the district to conclude that the coursework completed by the individual is at least comparable to a major in the field of specialization and that the individual has passed a test that provides evidence of subject-matter competency; and
 - 4) the scores achieved by the candidate on the Nelson-Denny Reading Test™ and the Oral Proficiency Interview.
- e) Either the recruiting district or the candidate shall furnish to one of the evaluation services identified in Section 25.425(f) ~~of this Part~~ the candidate's university transcript, his or her diploma reflecting the degree granted, and his or her results from the comprehensive terminal examination or the periodic formal examinations required by the university where he or she completed teacher preparation, as applicable, along with translations of all these materials into English.
- f) The recruiting school district shall review and analyze the procedures that exist in the country where recruitment is being conducted for ascertaining individuals' criminal history. The district shall provide the State Board of Education with a description of those procedures and shall affirm:

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- 1) that the procedures have, to the district representative's knowledge, been performed with respect to each potential candidate; and
 - 2) that each potential candidate is of good character, as defined in Section 21B-15 of the ~~School Code~~ ~~[105 ILCS 5/21B-15]~~; and
 - 3) that no candidate recommended by the district as potentially eligible to teach in Illinois would be disqualified under Section 10-21.9(c) of the ~~School Code~~.
- g) Upon receipt of the information and documents identified in subsections (d) and (f) ~~of this Section~~, confirmation of the individual's eligibility from the evaluation service to which credentials were submitted under subsection (e) ~~of this Section~~, and an application for the educator license with stipulations endorsed for visiting international educator from the individual, accompanied by the fee required by Section 21B-40 of the ~~School Code~~, the State Board of Education shall issue an educator license with stipulations endorsed for visiting international educator in the content-area, grade levels, bilingual language and foreign language the individual is qualified to teach. He or she shall not be required to pass any test that forms part of the Illinois Licensure Testing System (see Subpart I ~~of this Part~~) in order to qualify for this license. An individual with an educator license with stipulations endorsed for visiting international educator may teach his or her native language even if he or she was not prepared as a teacher of that language, provided that it was the language of instruction in the program completed.
- h) The educator license with stipulations endorsed for visiting international educator shall be valid until June 30 immediately following ~~five~~ ~~three~~ years after the endorsement being issued and shall not be renewable. The licensee shall pay the fee required by Section 21B-40 of the ~~School Code~~ to register the license with the regional superintendent in the region where the teaching will be done.
- i) A holder of an educator license with stipulations endorsed for visiting international educator shall be permitted to teach in bilingual education programs in the language that was the medium of instruction in his or her teacher preparation program, provided that he or she passes the English Language Proficiency Test (see Section 25.710 ~~of this Part~~) or another test of writing skill in English if identified by the State Board ~~of Education~~ in consultation with the State Educator Preparation and Licensure Board.

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

(Source: Amended at 44 Ill. Reg. _____, effective _____)

Section 25.100 Teaching Endorsements on the Professional Educator License

Beginning July 1, 2013, the structure of teaching endorsements available on the Illinois professional educator license is changed. Appendix E provides a list of the available endorsements and shows for each endorsement the related endorsements that were previously issued. Any semester hours of credit presented toward fulfillment of the requirements of this Section shall be posted on the candidate's official transcript and may be taken in on-line or electronically-mediated courses, provided that college credit is provided for the coursework by a regionally accredited institution of higher education. All professional education and content-area coursework that forms part of an application for licensure, endorsement or approval that is received on or after February 1, 2012, must have been passed with a grade no lower than "C-" or equivalent and be posted on the individual's official transcript in order to be counted towards fulfillment of the applicable requirements. [If the Governor declares a disaster due to a public health emergency under Section 7 of the Illinois Emergency Management Agency Act, Illinois educator preparation providers shall be exempt from the "C-" or higher provision when entitling candidates for licensure if the candidates are already enrolled in an educator preparation course.](#)

- a) Content-specific endorsements (e.g., science – biology, social science – economics) shall be required in conjunction with some endorsements, as shown in Appendix E. Except in the case of world language, a licensee shall be authorized to teach all the subjects encompassed by a particular endorsement, regardless of the content-specific endorsement or endorsements received in conjunction with that endorsement. However, a licensee may not teach honors courses, as these are defined by the employing district, or Advanced Placement courses in a subject for which he or she does not hold the content-specific endorsement. For example, a secondary science teacher with a content-specific endorsement for science – biology may not teach honors physics or chemistry unless he or she holds a content-specific endorsement in science – physics or science – chemistry.
- b) The provisions of subsection (a) do not apply to endorsements in a particular content area available prior to July 1, 2004 that were not exchanged for the endorsement currently available. Individuals holding these endorsements shall teach only the specific content encompassed by the endorsement issued. For instance, an individual who holds an endorsement in biology (rather than "sciences" with a content-area endorsement in science – biology) shall teach only biology and no other science content. An individual who wishes to teach other subjects in the same field or grade levels shall be required to apply for the

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

relevant new endorsement in keeping with Section 21B-40 of the ~~School~~ Code ~~[105 ILCS 5]~~ and meet the applicable requirements of this Section.

- c) Endorsements at Time of Issuance of the Professional Educator License
- 1) Pursuant to Section 21B-25 of the ~~School~~ Code, each professional educator license *shall be specifically endorsed by the State Board of Education for each content area and grade-level range for which the holder of the license is qualified to teach and for which application has been made.*
 - 2) The professional educator license issued shall be endorsed in keeping with the program completed and the related content-area test passed by the candidate and for any other subject in which the individual:
 - A) meets the requirements of subsection (d), (f), (g), (h), (i), (j) or (k);
or
 - B) has accumulated 18 semester hours of college credit demonstrably related to the subject area, either as a subset of an approved program at an Illinois institution or from one or more regionally accredited institutions of higher education and has passed the applicable content-area test.
- d) Certain endorsements or content-specific endorsements listed in Appendix E have no corresponding content-area test (see Section 25.710). The provisions of this subsection (d) shall apply to the issuance of these endorsements and content-specific endorsements.
- 1) For an applicant who is receiving an Illinois professional educator license endorsed for a teaching field, the institution that offered the approved program completed by the applicant shall indicate that the applicant has met the standards applicable to the endorsement or the particular content-specific endorsement, except that the requirements of subsection (h) shall apply to the issuance of endorsements in safety and driver education beginning with applications received on or after February 1, 2012.

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- 2) An applicant prepared out of state, or an applicant who is already licensed in Illinois and is seeking to add a new endorsement or a content-specific endorsement in one of these subjects, other than an endorsement in safety and driver education, shall present evidence of completion of 18 semester hours of coursework (subject to further limitations as set forth in this Section) in the area covered by the endorsement or content-specific endorsement sought.
 - 3) An applicant prepared out of state or an applicant who is already licensed in Illinois and is seeking to add a new endorsement in safety and driver education shall be subject to the requirements set forth in subsection (h).
- e) Addition of Endorsements to Currently Held Professional Educator Licenses
An individual who holds a valid professional educator license shall apply for additional endorsements using the Educator Licensure Information System (ELIS) and pay the fee required under Section 21B-40 of the [School Code](#).
- 1) When an applicant qualifies for an endorsement, its issuance shall be reflected on ELIS.
 - 2) An endorsement will be issued for any subject in which the individual:
 - A) holds a valid professional educator license with an early childhood, elementary, middle grades, secondary, or special teaching endorsement and meets the requirements of subsection (d), (f), (g), or (h); or
 - B) for other content areas not referenced in subsection (e)(2)(A), holds a valid professional educator license with an early childhood, elementary, middle grades, secondary, or special teaching endorsement and:
 - i) has accumulated 18 semester hours of college credit demonstrably related to the subject area, from one or more regionally accredited institutions of higher education; and
 - ii) has passed the applicable content-area test.

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- C) An individual who holds a professional educator license endorsed for an area outside of teaching shall receive any of the teaching endorsements identified in this Part by:
- i) passing the tests required by Section 25.720;
 - ii) completing a State-approved program in the subject area sought or a comparable program, as defined in Section 25.425(a), offered out of state;
 - iii) completing a student teaching experience that meets the requirements of Section 25.620; and
 - iv) completing applicable subject area requirements outlined in this Section.
- f) Special provisions shall apply to the issuance of endorsements for reading teachers and reading specialists. A reading teacher is a teacher whose assignment involves teaching reading to students. A reading specialist is a teacher whose assignment involves the provision of technical assistance and/or professional development to other teachers and may also include teaching reading to students.
- 1) Reading Teacher
This endorsement shall not be issued alone as an individual's first teaching credential. An individual who holds an Illinois professional educator license and who receives an endorsement for some teaching field other than reading shall be eligible to receive this additional endorsement on that license when he or she presents evidence of:
- A) having passed the applicable content-area test (i.e., reading teacher or reading specialist) required by Section 25.720; or
 - B) having completed 18 semester hours of graduate or undergraduate coursework in reading (as posted on the individual's official transcript), including a practicum, at one or more regionally accredited institutions of higher education, provided that all the following areas were addressed:
 - i) foundations of reading;

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- ii) content-area reading;
 - iii) assessment and diagnosis of reading problems;
 - iv) developmental and remedial reading instruction, support, materials and resources; and
 - v) literature appropriate to students across all grade ranges.
- 2) Reading Specialist
- A) Each candidate for the reading specialist endorsement shall present evidence of two years of teaching experience either on an educator license in an Illinois school or on a comparable out-of-state certificate or license valid for teaching at any of the grade levels of early childhood, elementary, middle, secondary or special K-12. Each candidate shall be eligible to receive the reading specialist endorsement on the professional educator license when he or she presents evidence of having completed the teaching experience required under this subsection (f)(2)(A).
 - B) Each candidate shall hold a master's degree or higher awarded by a regionally accredited institution of higher education.
 - C) Each candidate shall have completed a K-12 reading specialist preparation program approved pursuant to Subpart C, or a comparable program, as defined in Section 25.425(a), offered out of state, that includes clinical experiences with five or more students at both the elementary (i.e., kindergarten through grade 8) and secondary levels and leads to the issuance of a master's or higher degree, provided that a person who holds one master's degree shall not be required to obtain a second one. For purposes of the clinical experiences, a candidate shall work with at least one student enrolled in elementary grades and at least one student enrolled in secondary grades and may work with students one on one or in a group. Each candidate shall have been recommended for the endorsement by the institution offering the program.

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- D) Each candidate for a professional educator license endorsed for reading specialist shall meet the requirements set forth in Section 25.25.
- g) Requirements for Early Childhood, Elementary, Middle Grades and Bilingual Education
- 1) The requirements of Section 25.97, rather than the requirements of this Section, shall apply to credentials and assignments in the elementary grades.
 - 2) The requirements of Section 25.99, rather than the requirements of this Section, shall apply to credentials and assignments in the middle grades, except that Section 25.99 shall be read in conjunction with this Section with respect to reading teacher, reading specialist, gifted education teacher, gifted education specialist, and library information specialist assignments in the middle grades.
 - 3) The requirements of 23 Ill. Adm. Code 1.780, 1.781 and 1.782, rather than the requirements of this Section, shall apply to credentials and assignments in the areas of bilingual education and English as a Second Language.
 - 4) The requirements of Section 25.96, rather than the requirements of this Section, shall apply to credentials and assignments in early childhood education.
- h) An endorsement in safety and driver education shall be issued when the applicant provides evidence of having completed 18 semester hours of college credit in the field, distributed as follows:
- 1) 3 semester hours in injury prevention or general safety;
 - 2) 9 semester hours in driver education that include:
 - A) Driving task analysis (introduction to driver education);
 - B) Teaching driver education in the classroom;

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- C) Teaching the laboratory portion of the driver education course, including on-street teaching under the supervision of a qualified driver education teacher, advanced driver education, and emergency evasive driving maneuvers; and
- 3) 6 semester hours chosen from at least two of the following areas:
- A) First aid;
 - B) Psychology of adolescents or young adults;
 - C) Any safety-related issue relevant to driver education;
 - D) Advanced driver education in the use of simulation and multiple car programs;
 - E) Health and wellness;
 - F) Care and prevention of injuries;
 - G) Issues related to alcohol or drug abuse; or
 - H) Driver education for students with disabilities.
- i) Special provisions shall apply to the issuance of endorsements for gifted education teachers and gifted education specialists. A gifted education teacher is a teacher whose assignment involves teaching gifted students. A gifted education specialist is a teacher whose assignment involves the provision of technical assistance and/or professional development to other teachers and may also include teaching gifted students.
- 1) Gifted Education Teacher
This endorsement shall not be issued alone as an individual's first teaching credential. An individual who holds an Illinois professional educator license endorsed at any of the grade levels of early childhood, elementary, middle, or secondary, or for special teaching, shall be eligible to receive this additional endorsement on that license when he or she presents evidence of:

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- A) having passed the applicable content-area test required by Section 25.720; and
 - B) having completed 18 semester hours of undergraduate or graduate coursework in gifted education (as posted on the individual's official transcript), including a practicum, at one or more regionally accredited institutions of higher education, provided that all the following areas were addressed:
 - i) characteristics of the field of gifted education as it pertains to gifted children, including their cognitive, creative and affective development;
 - ii) the wide range of ways in which a child is gifted; issues and practices in identifying and serving gifted children; and the manner in which assessment data shape decisions about identification, learning progress and outcomes; and
 - iii) theoretical and research-based data necessary for the development of programs, curriculum and instructional sequences for gifted children, especially those serving gifted students from diverse populations.
- 2) Gifted Education Specialist
- Each candidate for the gifted education specialist endorsement shall hold a professional educator license endorsed at any of the grade levels of early childhood, elementary, middle or secondary, or for special, and have at least two years of teaching experience on that license, or on a comparable out-of-state certificate or license, involving the education of gifted students.
- A) Each candidate shall hold a master's degree or higher degree awarded by a regionally accredited institution of higher education.
 - B) Each candidate shall have completed a gifted education specialist preparation program for prekindergarten through grade 12 approved pursuant to Subpart C, or a comparable program, as defined in Section 25.425(a), offered out of state, that aligns to the standards set forth at 23 Ill. Adm. Code 27.495 (Gifted Education

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

Specialist). The program shall include clinical experiences with five or more students in both prekindergarten through grade 8 and grades 9 through 12 and lead to the issuance of a master's or higher degree, provided that a person who holds one master's degree shall not be required to obtain a second one. For purposes of the clinical experiences, a candidate shall work with at least one student enrolled in prekindergarten through grade 8 and at least one student enrolled in grades 9 through 12 and may work with a student one on one or in a group. The clinical experience shall also include coaching or mentoring one or more teachers on the topic of gifted education. Each candidate shall have been entitled for the endorsement by the institution offering the program.

- C) Each candidate shall be required to pass the content-area test for gifted education specialist.
 - D) An individual who qualifies for the gifted education specialist endorsement may receive the endorsement on his or her professional educator license for assignment in any of prekindergarten through grade 12.
- j) Each individual, who is first assigned to teach a particular subject on or after July 1, 2004 based on completion of the minimum requirements for college coursework in that subject that are set forth at 23 Ill. Adm. Code 1.737(b), 1.745(b)(3), or 1.755(c), as applicable, but who has not met the requirements of this Section for an endorsement in that subject area, shall have three years after the date of first assignment to meet those requirements and receive the relevant endorsement. An individual who does not do so shall become ineligible to teach the subject in question in any subsequent semester, unless he or she later receives the endorsement.

(Source: Amended at 44 Ill. Reg. _____, effective _____)

SUBPART I: ILLINOIS LICENSURE TESTING SYSTEM

Section 25.720 Applicability of Testing Requirement and Scores

- a) It is the individual's responsibility to take the appropriate tests. Upon request, the State Board of Education shall assist individuals in identifying appropriate tests.

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

b) Basic Skills Test

Except as provided in subsections (b)(1) and (2), each candidate seeking an initial Illinois license (professional educator license or certain educator licenses with stipulations) shall be required to pass a test of basic skills authorized under Section 21B-30 of the ~~School Code~~ ~~[105 ILCS 5]~~. Further, Section 21B-30(c) of the ~~School Code~~ requires candidates in teacher preparation or school support personnel preparation programs to pass this test prior *to starting their student teaching or starting the final semester of their internship*.

- 1) A passing score on the Illinois test of basic skills may not be used as admission criteria for entry into a preparation program. (See Section 21B-35 of the ~~School Code~~.)
- 2) A person who has passed the Illinois test of basic skills and has been issued an Illinois educator license or any subsequent endorsement on the basis of the test shall not be required to retake the basic skills test when seeking any subsequent endorsements or other educator licenses.
- 3) A person who has passed another state's or country's test of basic skills as a condition of educator certification or licensure in that state or country or admission to a teacher preparation program approved by that state or country shall not be required to take the Illinois basic skills test before receiving a license. (See Section 21B-35 of the ~~School Code~~.)
- 4) The Illinois test of basic skills will be administered as four separate subtests: reading comprehension, language arts, mathematics and writing.
 - A) Individuals may take all four subtests or any combination of the individual subtests during a single test administration.
 - B) Scores on basic skills subtests can be "banked", and an individual will not be required to take a subtest again once he or she has achieved a passing score on that subtest.
- 5) In lieu of passing the Illinois test of basic skills, a candidate in an Illinois educator preparation program or applicant for an educator license may submit for consideration his or her composite score either from the ACT[®] or the SAT[®], provided that either test must include a writing component.

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- A) The State Superintendent shall announce and post on the State Board's website the minimum composite score on each test that will be accepted under this subsection (b)(5).
- i) The minimum composite score to be used for the ACT[®] shall be the average of the college-readiness benchmarks established by ACT[®], rounded up to the next whole number, or at least 22.
 - ii) The minimum writing score for the ACT[®] administered no later than August 31, 2015 shall be the combined English/Writing score of at least 19. For tests administered September 1, 2015 through September 9, 2016, a writing score shall be a minimum of 16. The minimum writing score shall be 6 on tests administered September 10, 2016 or later.
 - iii) Before March 5, 2016, the minimum composite score for the SAT[®] shall be 1030 and the minimum writing score shall be 450.
 - iv) On and after March 6, 2016, the minimum composite score (evidence-based reading and writing plus mathematics) for the SAT[®] shall be 1110 and the minimum writing and language test score shall be 26.
- B) The candidate or applicant may apply to the State Board of Education for consideration of his or her ACT[®] or SAT[®] results, using a form provided by the State Superintendent of Education for this purpose. The candidate or applicant shall direct ACT[®] or the College Board to send an official score report of his or her composite score and English/Writing or single writing score, as applicable, to the address provided on the application form.
- C) A minimum composite score for either the ACT[®] or SAT[®] may be achieved by combining multiple subscores from one or multiple test administrations.

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- 4) In lieu of passing the test of basic skills, applicants for career and technical educator license and provisional career and technical educator license renewal may pass the WorkKeys® assessment offered by ACT with at least the score identified by the State Board in consultation with the State Educator Preparation and Licensure Board.
- c) Content-Area Tests
- 1) Each candidate seeking an Illinois professional educator license or endorsement on that license, whether his or her first license or endorsement or a subsequent license or endorsement, shall be required to pass a content-area test for each endorsement area for which there is an applicable test (see Section 21B-30(d) of the [School Code](#); also see Section 25.710). Further, Section 21B-30(d) of the [School Code](#) requires passage of this test before a candidate begins student teaching or begins serving as a teacher of record. A person who has passed another state's or country's content test as a condition of educator certification or licensure in that state or country or admission to a teacher preparation program approved by that state or country shall not be required to take the Illinois content test before receiving the license or endorsement. (See Section 21B-35 of the [School Code](#).)
 - 2) A person who has passed a test of language proficiency, authorized under Section 21B-30 of the [School Code](#), in order to qualify for an educator license with stipulations endorsed for transitional bilingual educator, and received that license shall not be required to retake that test in order to qualify for a bilingual education credential on another professional educator license received later. A person who has passed a test of language proficiency as a condition of admission to an Illinois preparation program also shall not be required to retake that test.
 - 3) [If the Governor declares a disaster due to a public health emergency under Section 7 of the Illinois Emergency Management Agency Act, individuals may begin student teaching or enter alternative educator preparation programs prior to passing the required content test.](#)
- d) Assessment of Professional Teaching (APT) (Through August 31, 2020)
In order to complete an educator preparation program, each candidate or out-of-state applicant who has completed his or her student teaching by August 31, 2015

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

and is seeking his or her first Illinois professional educator license endorsed in a teaching field shall be required to pass the APT relevant to the endorsement sought (see Section 25.710) or, in lieu of passing the APT, may provide evidence of meeting the requirements of subsection (e).

- e) **Teacher Performance Assessment (TPA)**
Beginning September 1, 2015, each candidate or out-of-state applicant completing an educator preparation program in a teaching field shall be required to pass the TPA, except as otherwise provided in subsection (d) (see Section 21B-30(f) of the [School Code](#)). The TPA is a performance-based assessment designed to measure an educator's knowledge, skills and preparedness.
- 1) Each recognized institution offering approved teacher preparation programs shall administer the TPA during a candidate's student teaching experience.
 - 2) A person who has *successfully completed an evidence-based assessment of teacher effectiveness*, as required under this subsection (e), *at the time of initial certification or licensure in another state or country shall not be required to complete the TPA.* (See Section 21B-35 of the [School Code](#).)
- f) Subject to registration in accordance with the provisions of this Subpart I and the provisions of Section 25.755(g)(1), an individual who has taken a paper-and-pencil test may retake that test during any subsequent, regularly scheduled administration of that test in paper-and-pencil format and may retake that test by computer during any subsequent computer-based test administration.
- g) Subject to registration in accordance with the provisions of this Subpart I and the provisions of Section 25.755(g)(1), an individual who has taken a computer-based test or subtest of the Illinois test of basic skills may retake that test or specific subtest by computer after no fewer than 30 days but also may retake that test or specific subtest during any subsequent, regularly scheduled administration of the test or subtest in paper-and-pencil format.

(Source: Amended at 44 Ill. Reg. _____, effective _____)

SUBPART L: PUBLIC HEALTH EMERGENCY DECLARATION

Section 25.1000 Definitions

ILLINOIS STATE BOARD OF EDUCATION
NOTICE OF PROPOSED AMENDMENTS

In this Subpart L:

"Illinois Emergency Management Agency Act" or "IEMA Act" means 20 ILCS 3305.

"School Code" or "Code" means 105 ILCS 5.

(Source: Added at 44 Ill. Reg. _____, effective _____)

Section 25.1010 Applicability

This Subpart L applies only during any time in which the Governor has declared a disaster due to a public health emergency under Section 7 of the IEMA Act.

(Source: Added at 44 Ill. Reg. _____, effective _____)

Section 25.1015 Teacher Performance Assessment

Notwithstanding any other requirements under this Part, a teaching candidate is not required to complete the teacher performance assessment required under Section 21B-30(f) of the Code and this Part.

(Source: Added at 44 Ill. Reg. _____, effective _____)

Section 25.1020 Student Teaching; Field Experience

Notwithstanding any other requirements of this Part, during the implementation of remote learning days (see Section 10-30 of the Code), a candidate seeking an educator license may complete the following remotely:

- a) student teaching or any other structured teaching experience;
- b) required internships;
- c) contact hours, clock hours, clock hours of supervised school-based professional experience, or practicum hours;
- d) supervised experience;

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENTS

- e) direct service work;
- f) administrative experience in school business management; and
- g) university-approved practical experience.

(Source: Added at 44 Ill. Reg. _____, effective _____)

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENT

- 1) Heading of the Part: Early Childhood Block Grant
- 2) Code Citation: 23 Ill. Adm. Code 235
- 3)

<u>Section Number:</u>	<u>Proposed Action:</u>
235.75	New Section
- 4) Statutory Authority: 105 ILCS 5/2-3.71
- 5) A Complete Description of the Subjects and Issues Involved: This rulemaking is in response to PA 101-643, which, among other changes, sets various education protocols for when the Governor declares a disaster due to a public health emergency. Specifically, this rulemaking addresses child care centers during a public health emergency.
- 6) Published studies or reports, and sources of underlying data, used to compose this rulemaking: None
- 7) Will this rulemaking replace any emergency rule currently in effect? Yes
- 8) Does this rulemaking contain an automatic repeal date? No
- 9) Does this rulemaking contain incorporations by reference? No
- 10) Are there any other rulemakings pending on this Part? Yes

<u>Section Number:</u>	<u>Proposed Action:</u>	<u>Illinois Register Citation:</u>
235.75	New Section	44 Ill. Reg. 1461; January 17, 2020
- 11) Statement of Statewide Policy Objective: This rulemaking will not create or enlarge a State mandate.
- 12) Time, Place and Manner in which interested persons may comment on this rulemaking: Written comments may be submitted within 45 days of the publication of this Notice to:

Azita Kakvand
Illinois State Board of Education
100 North First Street
Springfield IL 62777-0001

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENT

217/782-6510
rules@isbe.net

- 13) Initial Regulatory Flexibility Analysis:
 - A) Types of small businesses, small municipalities and not-for-profit corporations affected: None
 - B) Reporting, bookkeeping or other procedures required for compliance: None
 - C) Types of professional skills necessary for compliance: None
- 14) Small Business Impact Analysis: None
- 15) This rulemaking was not included on the most recent Regulatory Agenda: This rulemaking was not anticipated at the time the Regulatory Agenda was filed.

The full text of the Proposed Amendment begins on the next page:

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENT

TITLE 23: EDUCATION AND CULTURAL RESOURCES

SUBTITLE A: EDUCATION

CHAPTER I: STATE BOARD OF EDUCATION

SUBCHAPTER f: INSTRUCTION FOR SPECIFIC STUDENT POPULATIONS

PART 235

EARLY CHILDHOOD BLOCK GRANT

SUBPART A: PRESCHOOL EDUCATION AND PREVENTION INITIATIVE PROGRAMS

Section

- 235.10 Purpose; Eligible Applicants
- 235.20 Application Procedure and Content for New or Expanding Programs
- 235.30 Additional Program Components for Preschool Education Proposals
- 235.40 Additional Program Components for Prevention Initiative Proposals
- 235.50 Proposal Review and Approval for New or Expanding Programs
- 235.55 Proposal Review Process and Additional Funding Priorities for Preschool Education Programs
- 235.60 Application Content and Approval for Continuation Programs
- 235.65 ExceleRate Illinois: Quality Rating and Improvement System
- 235.67 Program Monitoring
- 235.70 Terms of the Grant
- 235.75 [Child Care Centers During a Public Health Emergency](#)

SUBPART B: GRANTS FOR TRAINING, TECHNICAL ASSISTANCE AND HIGH-QUALITY SUPPORTS AND FOR WEB-BASED SERVICES

Section

- 235.100 Purpose
- 235.105 Eligible Applicants
- 235.110 Application Procedure and Content for New Programs
- 235.120 Proposal Review and Approval for New Programs
- 235.130 Application Content and Approval for Continuation Programs
- 235.140 Terms of the Grant

SUBPART C: SOCIAL AND EMOTIONAL CONSULTATION SERVICES

Section

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENT

- 235.200 Implementation and Purpose; Eligible Applicants
 235.210 Application Procedure and Content
 235.220 Proposal Review and Approval of Proposals

SUBPART D: EXCLUSIONARY DISCIPLINE IN
EARLY CHILDHOOD PROGRAMS

Section

- 235.300 Purpose
 235.310 Definitions
 235.320 Behavior Support Plans
 235.330 Program Transition Plans
 235.340 Reporting
- 235.APPENDIX A Illinois Early Learning and Development Standards – Children Age 3 to Kindergarten Enrollment Age
 235.APPENDIX B Illinois Birth to Five Program Standards
 235.APPENDIX C Illinois Early Learning Guidelines – Children from Birth to Age 3

AUTHORITY: Authorized by Section 1C-2 of the School Code [105 ILCS 5/1C-2] and implementing Sections 2-3.71 and 2-3.89 of the School Code [105 ILCS 5/2-3.71 and 2-3.89].

SOURCE: Adopted at 16 Ill. Reg. 10181, effective June 10, 1992; expedited correction at 16 Ill. Reg. 15186, effective June 10, 1992; amended at 26 Ill. Reg. 903, effective January 15, 2002; old Part repealed at 30 Ill. Reg. 4618 and new Part adopted at 30 Ill. Reg. 4620, effective February 28, 2006; emergency amendment adopted at 30 Ill. Reg. 11793, effective June 26, 2006, for a maximum of 150 days; emergency expired November 22, 2006; amended at 30 Ill. Reg. 19383, effective November 28, 2006; amended at 32 Ill. Reg. 13357, effective July 25, 2008; amended at 33 Ill. Reg. 4027, effective February 23, 2009; amended at 34 Ill. Reg. 11615, effective July 26, 2010; amended at 35 Ill. Reg. 3742, effective February 17, 2011; amended at 36 Ill. Reg. 6827, effective April 18, 2012; amended at 39 Ill. Reg. 6674, effective April 27, 2015; amended at 40 Ill. Reg. 15168, effective October 24, 2016; amended at 44 Ill. Reg. 1942, effective January 10, 2020; emergency amendment at 44 Ill. Reg. 5924, effective March 27, 2020, for a maximum of 150 days; amended at 44 Ill. Reg. _____, effective _____.

SUBPART A: PRESCHOOL EDUCATION AND
PREVENTION INITIATIVE PROGRAMS**Section 237.75 Child Care Centers During a Public Health Emergency**

ILLINOIS STATE BOARD OF EDUCATION

NOTICE OF PROPOSED AMENDMENT

- a) Notwithstanding any other provision of this Part to the contrary, if the Governor has declared a disaster due to a public health emergency under Section 7 of the Illinois Emergency Management Agency Act [20 ILCS 3305], currently funded early childhood block grant programs, defined as public school districts and other entities that voluntarily choose to provide care for children ages 0 to 12 of essential workers, as defined in Section 2-3.71(c) of the School Code, may use funds in excess of what is necessary for the program to provide at-home materials for children in the program and to purchase supplies and equipment while caring for children of essential workers. Examples of funds include, but are not limited to, instructional supplies, field trips, professional development, or mental health consultations. Each program that re-allocates funds under this subsection must amend its budget to reflect the new expenditures.
- b) Current early childhood block grant programs may utilize staff to support the caring for children of essential workers based on guidance from their local school boards or authorized officials. The State Board of Education supports the use of early childhood block grant funding to pay staff to care for children of essential workers. This funding may be utilized to pay existing full-time or part-time staff who are paid with early childhood block grant funds. If needed, and if funding allows, part-time staff may increase to working more than part-time to care for children of essential workers.
- c) Each early childhood block grant program that provides care for children of essential workers must comply with any requirements concerning day care centers, as governed by the Department of Children and Family Services (see 89 Ill. Adm. Code 407), and nothing in this Section shall be construed to supersede those requirements.

(Source: Added at 44 Ill. Reg. _____, effective _____)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

- 1) Heading of the Part: Pay Plan
- 2) Code Citation: 80 Ill. Adm. Code 310
- 3)

<u>Section Numbers:</u>	<u>Adopted Actions:</u>
310.47	Amendment
310.50	Amendment
310.80	Amendment
310.90	Amendment
310.100	Amendment
310.130	Amendment
310.210	Amendment
310.220	Amendment
310.280	Amendment
310.410	Amendment
310.415	Amendment
310.470	Amendment
310.480	Amendment
310.490	Amendment
310.500	Amendment
310.530	Amendment
310.550	Amendment
310.Appendix A Table A	Amendment
310.Appendix A Table B	Amendment
310.Appendix A Table C	Amendment
310.Appendix A Table E	Amendment
310.Appendix A Table F	Amendment
310.Appendix A Table G	Amendment
310.Appendix A Table H	Amendment
310.Appendix A Table I	Amendment
310.Appendix A Table J	Amendment
310.Appendix A Table K	Amendment
310.Appendix A Table N	Amendment
310.Appendix A Table O	Amendment
310.Appendix A Table P	Amendment
310.Appendix A Table Q	Amendment
310.Appendix A Table R	Amendment
310.Appendix A Table S	Amendment
310.Appendix A Table T	Amendment

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

310.Appendix A Table V	Amendment
310.Appendix A Table W	Amendment
310.Appendix A Table X	Amendment
310.Appendix A Table Y	Amendment
310.Appendix A Table Z	Amendment
310.Appendix A Table AC	Amendment
310.Appendix A Table AD	Amendment
310.Appendix D	Amendment

- 4) Statutory Authority: Authorized by Sections 8, 8a and 9(7) of the Personnel Code [20 ILCS 415/8, 20 ILCS 415/8a, 20 ILCS 415/8c, 20 ILCS 415/8e, 20 ILCS 415/9(7) and 20 ILCS 415/9(14)], subsection (d) of Section 1-5 of the Illinois Administrative Procedure Act [5 ILCS 100/1-5(d)] and by Sections 4, 6, 15 and 21 of the Illinois Public Labor Relations Act [5 ILCS 315/4, 5 ILCS 315/6, 5 ILCS 315/15 and 5 ILCS 315/21]
- 5) Effective Date of Rules: July 13, 2020
- 6) Does this rulemaking contain an automatic repeal date? No
- 7) Does this rulemaking contain incorporations by reference? No
- 8) Copies of all Pay Plan amendments and collective bargaining contracts are available upon request from the Division of Technical Services.
- 9) Notice of Proposal published in the *Illinois Register*: 44 Ill. Reg. 4757; March 27, 2020
- 10) Has JCAR issued a Statement of Objection to this rulemaking? No
- 11) Differences between Proposal and Final Version: Since the First Notice, the changes are based on intervening rulemakings, the JCAR Delta or CMS recommendation. The First Notice Changes are:

In the table of contents, the headings for Sections 31.550, 310.560 and 310.570 are changed based on prior rulemaking.

In the authority, the redundant reference is removed.

In the main source notes, the following intervening rulemakings are added: peremptory amendment at 44 Ill. Reg. 5497, effective March 13, 2020; amended at 44 Ill. Reg. 6859,

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

effective April 16, 2020; peremptory amendment at 44 Ill. Reg. 8083, effective April 22, 2020. Also, the reference to the emergency amendment at 43 Ill. Reg. 14216 is made consistent with other emergency amendment references.

In Section 310.47, subsections (b) and (f)(1)(A), (2) and (3) reflect the adoption notice at 44 Ill. Reg. 6859. In subsection (h) Lump Sum Payment a comma is added.

In Sections 310.50 and 310.500, the definition of "Anticipated Starting Salary" is added. Also, in Section 310.500, the reference for the Personnel Code is removed from the definition of "Classification."

In Section 310.90 subsection (a), the word "that" replaces "which" for consistency.

In Section 310.100, subsection (b) and (k)(1) and (2) reflect the adoption notice at 44 Ill. Reg. 6859.

In Section 310.220 subsection (f), the word "see" is added within two references.

In Section 310.470, a comma is stuck after the word "or."

In Section 310.490, subsection (b), (b)(2)(A) and (B), and (l)(1) and (2) reflect the adoption notice at 44 Ill. Reg. 6859. In subsection (e)(1), the word "see" is added a reference. In subsection (h), a comma is added after "302.230". In subsection (o), "of the Pay Plan" is removed.

In Section 310.530, subsections (a), (b) and (c) reflect the adoption notice at 44 Ill. Reg. 6859.

In Section 310.550 the heading and subsections (a) and (b) reflect the adoption notice at 44 Ill. Reg. 6859. The subsections are then struck as they pertain to FY2020 that will not be in effect in FY2021. The FY2021 language proposed has two word changes, capitalizing the word "State" and changing the word "shall" to "will."

In Section 310.Appendix A Table A, the rate table effective January 1, 2020 is removed as it will not be in effect during FY2021.

The General Increases Note in the Sections 310.Appendix A Tables B, C, G, H, I, J, K, N, O, P, R, S, V, Y, Z and AD have the word "by" added to clarify that the pay rates are increased by the percentages and effective dates indicated.

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

The Sub-Step Note in the Sections 310.Appendix C, G, H, J, N, O, P, R, V, W, X, Y, Z and AD have a comma removed following the "2020."

In the Stipend or 2015-2019 Stipend Note in the Sections 310.Appendix C, G, P, Q and S, a comma is added to "\$2500"

In Sections 310.Appendix A Tables C and G and their Step Increases Note, the word "twelve" and parentheses are removed, leaving the numeral "12."

In Sections 310.Appendix A Tables E and F and its In-Hire Rate Note, the punctuation around the example in the last sentence is changed.

In the Section 310.Appendix A Table H and its Longevity Pay Note, the word "Step" is no longer capitalized in two places.

In Section 310.Appendix A Table O and title table, the title Lottery Drawing Specialist is correct.

In Section 310.Appendix A Table Q and its Longevity Bonuses Note, "this Section" is changed to "this Table Q."

In Section 310.Appendix A Table R and its Longevity Pay Note, "(3)" is struck leaving the word "three".

In the Section 310.Appendix A Table S and its Step Rates Note, the word "rate" is added after the "Step 8."

In Section 310.Appendix A Table X and its General Increases Note, the word "Step" is no longer capitalized. After the "NOTES", the colon is restored.

In Section 310.Appendix A Table AD and its Sub Step Note, a dash is added between the words "Sub" and "Step."

In Section 310.Appendix D, the MS- Salary Ranges in effect prior to July 1, 2020 are struck.

Since the First Notice Changes, there are Second Notice Changes. In Section 310.80, the word "Agreement" was changed to "collective bargaining agreement." In Section

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

310.220 (a), the references to the Director return to reading "Director of Central Management Services." In Section 310.415(c), the "Illinois Labor Relations Board" is changed to "ILRB." In Section 310.490(b)(3), "of Central Management Services" is removed from the reference to "the Director." In Section 310.490 (e)(1) and (o), the word "see" is added to a parenthetical reference to the Personnel Rules. In Sections 310.Appendix A Tables E, F and G and their In-Hire Rate Note, "(5)" is struck because the sentence already contains the word "five." In Section 310.Appendix D, a rate table effective November 22, 2019 that was added in an earlier rulemaking is struck because it will not be in effect during FY2021. Also, in the main source notes the "peremptory amendment at 44 Ill. Reg. 10232, effective May 28, 2020" is added.

- 12) Have the changes agreed upon by the Agency and JCAR been made as indicated in the agreements issued by JCAR? Yes
- 13) Will this rulemaking replace an emergency rule currently in effect? No
- 14) Are there any rulemakings pending on this Part? No
- 15) Summary and Purpose of Rulemaking: In the table of contents, the heading to Section 310.550 is replaced with "Fiscal Year 2021 Merit Compensation Cost-of-Living Adjustment."

In Section 310.47 and subsections (b), (c), (d)(1) and (2), and (e), "of Central Management Services" is removed as recommended by JCAR staff. In subsection (f)(3), the in-hire rate and the effective date for the Student Intern (Governor's Natural Resources Fellowship Program) are changed to \$2,000 per month and February 24, 2020, respectively.

In Section 310.50, the definitions of "Agency," "Department" or "CMS" and "Director" are added as recommended by JCAR staff. From the definitions of "Classification," "In-hire Rate" and "Work Year," "of Central Management Services" is removed as recommended by JCAR staff. In the definition of "Divided Class," the effective date of the list of divided classes is changed to February 25, 2020. No other change is made to the list. This change assists the agencies in knowing when the list was verified. In the definition of "Option," the list of the classification titles containing an option is corrected.

In Section 310.80 and subsections (b)(2) and (e), "of Central Management Services" is removed as recommended by JCAR staff.

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

In Section 310.90 and subsections (a), (b), (c) and (e), language preferences and citations are made as recommended by JCAR staff. In subsections (c) and (e), language specific to bargaining units is removed by CMS.

In Section 310.100 and subsections (b)(3), (d)(1)(A), (2)(A) and (B), (3), and (4)(A)(i), (e) and all following subsections, (i), (k), (l)(1), language preferences and citations are made as recommended by JCAR staff, or because of removal of language specific to bargaining units, and renumbering is completed. In subsections (d)(1)(B), (2)(B)(ii), (4)(A)(ii) and (C), and (5), (f)(l) and (2) and (n), language specific to bargaining units is removed by CMS.

In Section 310.130, the fiscal year is updated to 2021.

In Section 310.210 and subsections (c), (d), language preferences and citations are made as recommended by JCAR staff, or because of removal of language specific to bargaining units, and renumbering is done. In subsection (f), language specific to bargaining units and outdated is removed by CMS.

In Section 310.220 and subsection (a), language preferences and citations are made as recommended by JCAR staff. In subsection (f), language specific to bargaining units is removed by CMS.

In Section 310.280 and subsections (a) and (c), language preferences and citations are made as recommended by JCAR staff.

In Section 310.410, the Employee Benefits Associate, Employee Benefits Representative and Employee Benefits Specialist are added with their title codes and MS- salary range assignments. The Library Aide II and Library Aide III are removed. These titles were established or abolished as approved by the Civil Service Commission effective March 1, 2020. The Gaming Licensing Specialist is added with its title codes and salary range assignments. The title was established as approved by the Civil Service Commission effective August 1, 2019. The Insurance Financial Specialist is added with its title codes and salary range assignments. The title was established as approved by the Civil Service Commission effective November 1, 2019.

In Section 310.415 and subsections (a), (b) and (c), language preferences and citations are made as recommended by JCAR staff.

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

In Section 310.470, language preferences and citations are made as recommended by JCAR staff.

In Section 310.480 and subsections (a), (b), (c), (d) and (e), language preferences and citations are made as recommended by JCAR staff. In subsection (e), language specific to bargaining units is removed by CMS.

In Section 310.490 and subsections (d)(1) and (2)(A) and (B)(i), (e)(1) and (2)(A), (h), (j)(1), (l) and (n), language preferences and citations are made as recommended by JCAR staff or because of removal of language specific to bargaining units, and renumbering is done. In subsection (d)(2)(B)(ii), (e)(4), (j)(2), language specific to bargaining units is removed by CMS.

In Section 310.500, the definitions of "Agency," "Department" or "CMS" and "Director" are added as recommended by JCAR staff. From the definitions of "Classification," "In-hire Rate" and "Work Year," "of Central Management Services" is removed as recommended by JCAR staff. In the definition of "Option," the list of the classification titles containing an option is corrected.

In Section 310.530, subsection (c) is added referring to Section 310.550.

In Section 310.550, the Fiscal Year 2021 Merit Compensation Cost-of-Living Adjustment is added. It is 2.10% effective July 1, 2020.

In Section 310.Appendix A Table A, the Notes for Determination of Pay Grade Assignment to Classification, Grievance Time Off, are removed as recommended by JCAR staff. The Notes for Step Placement and In-Hire Rate are removed by CMS. The rate and longevity bonus rates tables effective July 1, 2015 and January 1, 2020 are removed because they are no longer in effect on July 1, 2020.

In Section 310.Appendix A Table B, the Notes for Employer, Determination of Pay Grade Assignment to Classification, Grievance Time Off, Maternity/Paternity/Adoption Leaves, Bereavement Leave, Temporary Assignment, Clothing and Equipment and Biannual Labor Management Meetings Attendance are removed as recommended by JCAR staff. Changes to the Notes for Stipend, Sub-Steps, General Increases and Step Increases are recommended by JCAR staff. The Notes for Holiday Pay, Bilingual Pay, Vacation Payment and 2015-2019 Backpay are removed by CMS. The rate tables effective July 1, 2019 and January 1, 2020 are removed because they are no longer in effect on July 1, 2020.

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

In Section 310.Appendix A Table C, the Notes for Employer, Pay Determination for Successor, New or Changed Existing Classes, Impact of New Titles on Salaries, Payroll Errors, Date of Increases in Pay For Position Classification, Daylight Savings Time, Commercial Drivers License, Attendance in Court, Maternity/Paternity/Adoption Leave, Bereavement Leave, Statewide Meetings, New Employee Orientation, Administrative Reassignment, Travel Required for Training, Meal Period Computing Overtime, Travel Time, Grievance Time Off, Clothing and Equipment and Housing are removed as recommended by JCAR staff. Changes to the Notes for 2015-2019 Stipend, Sub-Steps Increases, General Increases and Step Increases are recommended by JCAR staff. The Notes for Step Placement, Severance Pay, Inconvenience Pay DHS only, Canine Handlers Pay, Vacation Payment, 2015-2019 Backpay, Temporary Assignment Pay, Overtime, Holiday Pay, Call-Back Pay, Stand-by Pay and Light Duty Pay are removed by CMS. The rate tables effective July 1, 2019 and January 1, 2020 are removed because they are no longer in effect on July 1, 2020.

In Section 310.Appendix A Table E, the Note for shift differential is removed by CMS.

In Section 310.Appendix A Table F, the Note for shift differential is removed by CMS.

In Section 310.Appendix A Table G, the Notes for Employer, Pay Determination for Successor, New or Changed Existing Classes, Impact of New Titles on Salaries, Payroll Errors, Date of Increases in Pay For Position Classification, Daylight Savings Time, Commercial Drivers License, Attendance in Court, Maternity/Paternity/Adoption Leave, Bereavement Leave, Statewide Meetings, New Employee Orientation, Administrative Reassignment, Travel Required for Training, Meal Period, Travel Time, Grievance Time Off, Clothing and Equipment and Temporary Geographical transfer are removed as recommended by JCAR staff. Changes to the Notes for 2015-2019 Stipend, Sub-Steps Increases, General Increases, Step Increases and In-Hire Rates are recommended by JCAR staff. The Notes for Step Placement, Severance Pay, Inconvenience Pay DHS only, Canine Handlers Pay, Vacation Payment, 2015-2019 Backpay, Overtime, Holiday Pay, Call-Back Pay, Temporary Assignment Pay, Automotive Mechanic Option 2 Annual Stipends, Shift Differential Pay and Storekeeper Clarification are removed by CMS. The rate tables effective July 1, 2019 removed because they are no longer in effect on July 1, 2020. The rate tables effective January 1, 2020 remain and the rates for the Storekeeper I and Storekeeper II are correctly placed.

In Section 310.Appendix A Table H, the changes to the Notes for Stipend, Sub-Steps Increases, General Increases and Longevity Pay are recommended by JCAR staff. The

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Notes for Maximum Security Pay and Shift Differential Pay are removed by CMS. The rate tables effective July 1, 2019 and January 1, 2020 are removed because they are no longer in effect on July 1, 2020.

In Section 310.Appendix A Table I, the Notes for are removed as recommended by JCAR staff. Changes to the Notes for Stipend, Sub-Steps Increases, General Increases and Longevity Pay are recommended by JCAR staff. The Note for Shift Differential Pay is removed by CMS. The rate tables effective July 1, 2019 and January 1, 2020 are removed because they are no longer in effect on July 1, 2020.

In Section 310.Appendix A Table J and title table, the Library Aide II and Library Aide III are removed. These titles were abolished as approved by the Civil Service Commission effective March 1, 2020. The Notes for Hearing Tests and Title Reclassification are removed as recommended by JCAR staff. The changes to the Notes for Stipend, Sub-Steps Increases, General Increases, and Longevity Pay are recommended by JCAR staff. The Notes for Maximum Security Pay, Shift Differential Pay and RC-014-TR Clarification are removed by CMS. The rate tables effective July 1, 2019 and January 1, 2020 are removed because they are no longer in effect on July 1, 2020.

In Section 310.Appendix A Table K, the Notes for New Classification Pay Grade Determination, Time Off for Association Activities, Meal Period, Travel Time, Travel Time – Public Health and Healthcare and Family Services, Travel Time Policy Department of Public Health, Daylight Savings Time, Geographical Transfer Initiated by the Employer, Voluntary Reductions, Wage Assignments and Garnishments, Uniforms, Fitness for Duty, Bereavement Leave, Attendance in Court, Maternity/Paternity/Adoption Leaves, Professional Meetings, INA Lobby Day, Continued Education Paid Time and 12 Hour Work Shifts are removed as recommended by JCAR staff. The changes to the Notes for Stipend and General Increases are recommended by JCAR staff. The Notes for Inconvenience Premium Pay, Overtime, Call Back Pay, Standby Pay, Temporary Assignment in the Same or an Equal of Lower Paid Classification, Payment for Work in a Higher Position Classification, Salary and Other Benefits of Employee in Demotion, Payment in Lieu of Holiday, Eligibility for Holiday Pay, Satisfactory Performance Increase, Movement from Steps 5 and 6, Step 8, Redetermination Satisfactory Performance Increase, Superior Performance Increase, Promotions, Severance Pay, Bilingual Pay, Maximum Security, Backpay, Appropriate Step, Negotiated Wage Rate, Retention Bonus, Compensatory Time and Shift Differential are removed by CMS. The rate tables effective July 1, 2014 and January 1, 2020 are removed because they are no longer in effect on July 1, 2020.

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

In Section 310.Appendix A Table N, the changes to the Notes for Stipend, Sub-Steps, General Increases, and Longevity Pay are recommended by JCAR staff. The Notes for Maximum Security Pay and Shift Differential Pay are removed by CMS. The rate tables effective July 1, 2019 and January 1, 2020 are removed because they are no longer in effect on July 1, 2020.

In Section 310.Appendix A Table O and title table, the Lottery Drawing Senior Specialist and Lottery Drawing Specialist titles with their title codes, bargaining unit and paygrade are added. The Memorandum of Understanding for the Lottery Drawing Senior Specialist and Lottery Drawing Specialist signed December 19, 2019 assigned the pay grades to the titles effective March 27, 2019. The changes to the Notes for Stipend, Sub-Steps, General Increases, and Longevity Pay are recommended by JCAR staff. The Notes for Maximum Security Pay and Shift Differential Pay are removed by CMS. The rate tables effective July 1, 2019 and January 1, 2020 are removed because they are no longer in effect on July 1, 2020.

In Section 310.Appendix A Table P, the Notes for Employer, Pay Determinations for Successor, New or Changed Existing Classes, Impact of New Titles on Salaries, Payroll Errors, Daylight Savings Time, Commercial Drivers License, Attendance in Court, Maternity/Paternity/Adoption Leave, Bereavement Leave, Statewide Meetings, New Employee Orientation, Administrative Reassignment, Travel Required for Training, Rest Period, Meal Period Computing Overtime, Travel Time, Grievance time Off, Clothing and Equipment, Drug and Alcohol Testing Subcommittee for Meat and Poultry Inspectors and Meat and Poultry Inspector Trainee, Travel Time Department of Agriculture Except Meat and Poultry Inspector Trainees and Commerce Commission Police Officer Semi-Automatic Movement removed as recommended by JCAR staff. The changes to the Notes for Step Increases, General Increases, Sub-Step Increases and 2015-2019 Stipend are recommended by JCAR staff. The Notes for Step Placement, Severance Pay, Inconvenience Pay DHS only, Canine Handlers Pay, Vacation Payment, 2015-2019 Backpay, Overtime, Holiday Pay except for Meat and Poultry Inspector or Meat and Poultry Inspector Trainees, Holiday Pay for Meat and Poultry Inspector or Meat and Poultry Inspector Trainees, Call-Back Pay, Stand-by Pay, Temporary Assignment Pay, Light Duty Pay and Shift Differential Pay are removed by CMS. The rate tables and Longevity Bonus Rate tables effective July 1, 2019 and January 1, 2020 are removed because they are no longer in effect on July 1, 2020.

In Section 310.Appendix A Table Q, the Notes for Employer, Successor, New or Changed Classes' Pay Grade, Maternity/Paternity/Adoption Leaves, Clothing and

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Equipment, Geographical Transfer, Damage to Personal Property and Tuition Reimbursement removed as recommended by JCAR staff. The changes to the Notes for Longevity Bonuses and Stipend are recommended by JCAR staff. The Notes for Shift Differential, End-of-the-Fiscal-Year Accrued Compensatory Time, Holiday Pay, Call-back Pay, Stand-by Pay, Vacation Payment, Temporary Assignment Pay and Step Placement are removed by CMS. The rate tables effective June 30, 2019 and January 1, 2020 are removed because they are no longer in effect on July 1, 2020.

In Section 310.Appendix A Table R, the changes to the Notes for Stipend, Sub-Steps, General Increases and Longevity Pay are recommended by JCAR staff. The Notes for Maximum Security Pay and Shift Differential Pay are removed by CMS. The rate tables effective July 1, 2019 and January 1, 2020 are removed because they are no longer in effect on July 1, 2020.

In Section 310.Appendix A Table S, the Notes for Employer, New Classification Pay Grade Determination, DOC/DJJ Only Rest Period, Attendance in Court, Maternity/Paternity/Adoption Leave, Bereavement Leave, Temporary Assignments into the Bargaining Unit, Clothing and Equipment, For ISO Police Lieutenants - Uniform Allowance, Attendance at Annual Meeting, Attendance at Occasional Meeting, Union Activity During Work Hours, Fitness for Duty, Annual License Renewal, Continuing Legal Education Requirement, Continuing Education Requirement and Shift Supervisor Correctional Work/Boot Camp removed as recommended by JCAR staff. The changes to the Notes for Step Rates, General Increases, Step Increases and 2015-2019 Stipend are recommended by JCAR staff. The Notes for Overtime, Holiday – Payment Upon Separation, Shift Differential Pay, Shift Preparation/Roll Call Pay, Severance Pay, Vacation Payment, Temporary Assignment Outside the Bargaining Unit, Transfer to Non-Work/Boot Camp, 2015-2019 Backpay and Option Clarification are removed by CMS. Under the headings "Hired Before or On March 31, 2013" and "Hired On or After April 1, 2013," the rate tables effective December 31, 2014 and January 1, 2020 are removed because they are no longer in effect on July 1, 2020.

In Section 310.Appendix A Table T, the Notes for Employer, Staff Meetings, Individual Education (IEP) and Evaluation Report (EP), Required Meeting, Free Lunch, Professional Meeting, Timer or Scorekeeper, Paid Time Off for Union Business – General Provisions, Paid Time Off for Union Business Time Off for Labor/Management Meetings, Paid Time Off for Union Business Limitations on Time Off for Labor/Management Meetings, Paid Time Off for Union Business- Union Representation at Employee Orientation Meeting, Suspension Pending Discharge, Class Size, Substitute Teachers, Fitness for Duty, On the job Training, Leave for Military Physical

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Examinations, Court Appearances, Administrative Certification, Maternity/Paternity Leave, Bereavement Leave, Change in Steps – Satisfactory Performance Increase, Change in Steps – Withholding Satisfactory Performance Increase, Payment for Specified Extracurricular Activities, are removed as recommended by JCAR staff. The changes to the Note for General Increases are recommended by JCAR staff. The Notes for Change in Steps Redetermination, Change in Educational Pay Lanes, Holiday Pay, Vacation Pay, Summer Employment, School Improvement Pay, 180 Day Rate Pay Calculation, 2015-2019 Salary History, Bilingual Pay are removed by CMS. The rate tables effective July 1, 2015 and August 16, 2019 are removed because they are no longer in effect on July 1, 2020. The rate table effective January 1, 2020 remained because it is in effect into the FY2021, from July 1, 2020 through August 15, 2020.

In Section 310.Appendix A Table V, the changes to the Notes for Stipend, Sub-Steps and General Increases are recommended by JCAR staff. The Notes for Maximum Security Pay and Shift Differential Pay are removed by CMS. The rate tables effective July 1, 2019 and January 1, 2020 are removed because they are no longer in effect on July 1, 2020.

In Section 310.Appendix A Table W, the changes to the Notes for Stipend, Sub-Steps, General Increases and Longevity Pay are recommended by JCAR staff. The Notes for Maximum Security Pay, Shift Differential Pay, Option Clarification, For the Revenue Tax Specialist II position classification title only and For the Revenue Audit Supervisor, Revenue Auditor I, II and III, Revenue Auditor Trainee, and Revenue Computer Audit Specialist position classification titles only are removed by CMS. The rate tables effective July 1, 2019 and January 1, 2020 are removed because they are no longer in effect on July 1, 2020.

In Section 310.Appendix A Table X, the changes to the Notes for Stipend, Sub-Steps, General Increases and Longevity Pay are recommended by JCAR staff. The Notes for Maximum Security Pay, Shift Differential Pay, Option Clarification are removed by CMS. The rate tables effective April 10, 2017, July 1, 2019 and January 1, 2020 are removed because they are no longer in effect on July 1, 2020.

In Section 310.Appendix A Table Y, the changes to the Notes for Stipend, Sub-Steps, General Increases and Longevity Pay are recommended by JCAR staff. The Notes for Maximum Security Pay, Academic Year Educators and Shift Differential Pay are removed by CMS. The 9- and 12-month lane rate tables effective July 1, 2019 and January 1, 2020 are removed because they are no longer in effect on July 1, 2020.

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

In Section 310.Appendix A Table Z, the changes to the Notes for Stipend, Sub-Steps, General Increases and Longevity Pay are recommended by JCAR staff. The Notes for Maximum Security Pay and Shift Differential Pay are removed by CMS. The rate tables effective July 1, 2019 and January 1, 2020 are removed because they are no longer in effect on July 1, 2020.

In Section 310.Appendix A Table AC, the Notes for Employer and Maternity/Paternity/Adoption Leaves removed as recommended by JCAR staff. The changes to the Note for Stipend are recommended by JCAR staff. The Notes for Steps, Cost of Living Increases (COLAs), Backpay, are removed by CMS. The rate tables effective July 1, 2019 and January 1, 2020 are removed because they are no longer in effect on July 1, 2020.

In Section 310.Appendix A Table AD, the Notes for Employer, Maternity/Paternity/Adoption Leaves, Bereavement Leave, Clothing and Equipment Reimbursement, Department of Natural Resources (DNR) Shirts, Geographical Transfer and Compensation in other Collective Bargaining Agreements are removed as recommended by JCAR staff. The changes to the Notes for Stipend, General Increases, Step Increases and Sub-Step Increases are recommended by JCAR staff. The Notes for Overtime and Vacation Payment are removed by CMS. The rate tables effective July 1, 2019 and January 1, 2020 are removed because they are no longer in effect on July 1, 2020.

In Section 310.Appendix D, the MS- salary range rate tables effective January 1, 2021 and July 1, 2020 are added. In both tables, the minimum salary of MS-01 is changed. This change is based on the Public Act 101-0001. The Public Act amended the Minimum Wage Law (820 ILCS 105) Section 4 subsection (a)(1) to state that "from July 1, 2020 through December 31, 2020 every employer shall pay to each of his or her employees who is 18 years of age or older in every occupation wages of not less than \$10 per hour, and from January 1, 2021 through December 31, 2021 every employer shall pay to each of his or her employees who is 18 years of age or older in every occupation wages of not less than \$11 per hour." The MS-01 is assigned to the following titles: Clerical Trainee (title code 08050); Conservation/Historic Preservation Worker (title code 09317); Office Occupations Trainee (title code 30075); Student Intern (title code 43190); and Student Worker (title code 43200).

- 16) Information and questions regarding these adopted rules shall be directed to:

Lisa Fendrich

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Compensation Section
Division of Technical Services
Bureau of Personnel
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The full text of the Adopted Amendments begins on the next page:

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

TITLE 80: PUBLIC OFFICIALS AND EMPLOYEES
SUBTITLE B: PERSONNEL RULES, PAY PLANS, AND
POSITION CLASSIFICATIONS

CHAPTER I: DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

PART 310
PAY PLAN

SUBPART A: NARRATIVE

Section	
310.20	Policy and Responsibilities
310.30	Jurisdiction
310.40	Pay Schedules
310.45	Comparison of Pay Grades or Salary Ranges Assigned to Classifications
310.47	In-Hire Rate
310.50	Definitions
310.60	Conversion of Base Salary to Pay Period Units
310.70	Conversion of Base Salary to Daily or Hourly Equivalents
310.80	Increases in Pay
310.90	Decreases in Pay
310.100	Other Pay Provisions
310.110	Implementation of Pay Plan Changes (Repealed)
310.120	Interpretation and Application of Pay Plan
310.130	Effective Date
310.140	Reinstitution of Within Grade Salary Increases (Repealed)
310.150	Fiscal Year 1985 Pay Changes in Schedule of Salary Grades, effective July 1, 1984 (Repealed)

SUBPART B: SCHEDULE OF RATES

Section	
310.205	Introduction
310.210	Prevailing Rate
310.220	Negotiated Rate
310.230	Part-Time Daily or Hourly Special Services Rate (Repealed)
310.240	Daily or Hourly Rate Conversion
310.250	Member, Patient and Inmate Rate
310.260	Trainee Rate

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

310.270	Legislated Rate (Repealed)
310.280	Designated Rate
310.290	Out-of-State Rate (Repealed)
310.295	Foreign Service Rate (Repealed)
310.300	Educator Schedule for RC-063 and HR-010
310.310	Physician Specialist Rate
310.320	Annual Compensation Ranges for Executive Director and Assistant Executive Director, State Board of Elections (Repealed)
310.330	Excluded Classes Rate (Repealed)

SUBPART C: MERIT COMPENSATION SYSTEM

Section	
310.410	Jurisdiction
310.415	Merit Compensation Salary Range Assignments
310.420	Objectives
310.430	Responsibilities
310.440	Merit Compensation Salary Schedule
310.450	Procedures for Determining Annual Merit Increases and Bonuses
310.455	Intermittent Merit Increase (Repealed)
310.456	Merit Zone (Repealed)
310.460	Other Pay Increases
310.470	Adjustment
310.480	Decreases in Pay
310.490	Other Pay Provisions
310.495	Broad-Band Pay Range Classes
310.500	Definitions
310.510	Conversion of Base Salary to Pay Period Units (Repealed)
310.520	Conversion of Base Salary to Daily or Hourly Equivalents
310.530	Implementation
310.540	Annual Merit Increase and Bonus Guidechart
310.550	Fiscal Year 2021 2020 Merit Compensation Stipend and Cost-of-Living Adjustment
310.560	Merit Incentive Program (Repealed)
310.570	Gain Sharing Program (Repealed)

SUBPART D: FROZEN NEGOTIATED-RATES-OF-PAY DUE TO
FISCAL YEAR APPROPRIATIONS AND EXPIRED SALARY SCHEDULES IN
COLLECTIVE BARGAINING UNIT AGREEMENTS

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Section

310.600	Jurisdiction (Repealed)
310.610	Pay Schedules (Repealed)
310.620	In-Hiring Rate (Repealed)
310.630	Definitions (Repealed)
310.640	Increases in Pay (Repealed)
310.650	Other Pay Provisions (Repealed)
310.660	Effective Date (Repealed)
310.670	Negotiated Rate (Repealed)
310.680	Trainee Rate (Repealed)
310.690	Educator Schedule for Frozen RC-063 and Frozen HR-010 (Repealed)
310.APPENDIX A	Negotiated Rates of Pay
310.TABLE A	RC-104 (Conservation Police Supervisors, Illinois Fraternal Order of Police Labor Council)
310.TABLE B	VR-706 (Assistant Automotive Shop Supervisors, Automotive Shop Supervisors and Meat and Poultry Inspector Supervisors, Laborers' – ISEA Local #2002)
310.TABLE C	RC-056 (Site Superintendents and Departments of Veterans' Affairs, Natural Resources, Human Services and Agriculture and Historic Preservation Agency Managers, IFPE)
310.TABLE D	HR-001 (Teamsters Local #700)
310.TABLE E	RC-020 (Teamsters Locals #330 and #705)
310.TABLE F	RC-019 (Teamsters Local #25)
310.TABLE G	RC-045 (Automotive Mechanics, IFPE)
310.TABLE H	RC-006 (Corrections Employees, AFSCME)
310.TABLE I	RC-009 (Institutional Employees, AFSCME)
310.TABLE J	RC-014 (Clerical Employees, AFSCME)
310.TABLE K	RC-023 (Registered Nurses, INA)
310.TABLE L	RC-008 (Boilermakers)
310.TABLE M	RC-110 (Conservation Police Lodge) (Repealed)
310.TABLE N	RC-010 (Professional Legal Unit, AFSCME)
310.TABLE O	RC-028 (Paraprofessional Human Services Employees, AFSCME)
310.TABLE P	RC-029 (Paraprofessional Investigatory and Law Enforcement Employees, Meat and Poultry Inspectors and Meat and Poultry Inspector Trainees, IFPE)
310.TABLE Q	RC-061 (Conservation Police Officer Trainees and Conservation Police Officer I's and II's, Illinois Fraternal Order of Police Labor Council)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

310.TABLE R	RC-042 (Residual Maintenance Workers, AFSCME)
310.TABLE S	VR-704 (Departments of Corrections, Financial and Professional Regulation, Juvenile Justice and State Police Supervisors, Laborers' – ISEA Local #2002)
310.TABLE T	HR-010 (Teachers of Deaf, IFT)
310.TABLE U	HR-010 (Teachers of Deaf, Extracurricular Paid Activities)
310.TABLE V	CU-500 (Supervisory Employees in Corrections and Juvenile Justice, AFSCME)
310.TABLE W	RC-062 (Technical Employees, AFSCME)
310.TABLE X	RC-063 (Professional Employees, AFSCME)
310.TABLE Y	RC-063 (Educators, Juvenile Justice School Counselors and Special Education Resources Coordinators, AFSCME)
310.TABLE Z	RC-063 (Physicians, AFSCME)
310.TABLE AA	NR-916 (Departments of Central Management Services, Natural Resources and Transportation, Teamsters)
310.TABLE AB	RC-150 (Public Service Administrators Option 6, AFSCME) (Repealed)
310.TABLE AC	RC-036 (Public Service Administrators Option 8L Department of Healthcare and Family Services, INA)
310.TABLE AD	RC-184 (Blasting Experts, Blasting Specialists and Blasting Supervisors Department of Natural Resources, SEIU Local 73)
310.TABLE AE	RC-090 (Internal Security Investigators, Metropolitan Alliance of Police Chapter 294) (Repealed)
310.APPENDIX B	Frozen Negotiated-Rates-of-Pay (Repealed)
310.TABLE A	Frozen RC-104-Rates-of-Pay (Conservation Police Supervisors, Laborers' – ISEA Local #2002) (Repealed)
310.TABLE C	Frozen RC-056-Rates-of-Pay (Site Superintendents and Departments of Veterans' Affairs, Natural Resources, Human Services and Agriculture and Historic Preservation Agency Managers, IFPE) (Repealed)
310.TABLE H	Frozen RC-006-Rates-of-Pay (Corrections Employees, AFSCME) (Repealed)
310.TABLE I	Frozen RC-009-Rates-of-Pay (Institutional Employees, AFSCME) (Repealed)
310.TABLE J	Frozen RC-014-Rates-of-Pay (Clerical Employees, AFSCME) (Repealed)
310.TABLE K	Frozen RC-023-Rates-of-Pay (Registered Nurses, INA) (Repealed)
310.TABLE M	Frozen RC-110-Rates-of-Pay (Conservation Police Lodge) (Repealed)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

310.TABLE N	Frozen RC-010 (Professional Legal Unit, AFSCME) (Repealed)
310.TABLE O	Frozen RC-028-Rates-of-Pay (Paraprofessional Human Services Employees, AFSCME) (Repealed)
310.TABLE P	Frozen RC-029-Rates-of-Pay (Paraprofessional Investigatory and Law Enforcement Employees, IFPE) (Repealed)
310.TABLE R	Frozen RC-042-Rates-of-Pay (Residual Maintenance Workers, AFSCME) (Repealed)
310.TABLE S	Frozen VR-704-Rates-of-Pay (Departments of Corrections, Financial and Professional Regulation, Juvenile Justice and State Police Supervisors, Laborers' – ISEA Local #2002) (Repealed)
310.TABLE T	Frozen HR-010-Rates-of-Pay (Teachers of Deaf, IFT) (Repealed)
310.TABLE V	Frozen CU-500-Rates-of-Pay (Corrections Meet and Confer Employees) (Repealed)
310.TABLE W	Frozen RC-062-Rates-of-Pay (Technical Employees, AFSCME) (Repealed)
310.TABLE X	Frozen RC-063-Rates-of-Pay (Professional Employees, AFSCME) (Repealed)
310.TABLE Y	Frozen RC-063-Rates-of-Pay (Educators and Educator Trainees, AFSCME) (Repealed)
310.TABLE Z	Frozen RC-063-Rates-of-Pay (Physicians, AFSCME) (Repealed)
310.TABLE AB	Frozen RC-150-Rates-of-Pay (Public Service Administrators Option 6, AFSCME) (Repealed)
310.TABLE AD	Frozen RC-184-Rates-of-Pay (Public Service Administrators Option 8X Department of Natural Resources, SEIU Local 73) (Repealed)
310.TABLE AE	Frozen RC-090-Rates-of-Pay (Internal Security Investigators, Metropolitan Alliance of Police Chapter 294) (Repealed)
310.APPENDIX C	Comparison of Pay Grades or Salary Ranges Assigned to Classifications
310.ILLUSTRATION A	Classification Comparison Flow Chart: Both Classes are Whole
310.ILLUSTRATION B	Classification Comparison Flow Chart: One Class is Whole and One is Divided
310.ILLUSTRATION C	Classification Comparison Flow Chart: Both Classes are Divided
310.APPENDIX D	Merit Compensation System Salary Schedule
310.APPENDIX E	Teaching Salary Schedule (Repealed)
310.APPENDIX F	Physician and Physician Specialist Salary Schedule (Repealed)
310.APPENDIX G	Broad-Band Pay Range Classes Salary Schedule

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

AUTHORITY: Implementing and authorized by Sections 8 and 8a of the Personnel Code [20 ILCS 415].

SOURCE: Filed June 28, 1967; codified at 8 Ill. Reg. 1558; emergency amendment at 8 Ill. Reg. 1990, effective January 31, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 2440, effective February 15, 1984; emergency amendment at 8 Ill. Reg. 3348, effective March 5, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 4249, effective March 16, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 5704, effective April 16, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 7290, effective May 11, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 11299, effective June 25, 1984; emergency amendment at 8 Ill. Reg. 12616, effective July 1, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 15007, effective August 6, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 15367, effective August 13, 1984; emergency amendment at 8 Ill. Reg. 21310, effective October 10, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 21544, effective October 24, 1984; amended at 8 Ill. Reg. 22844, effective November 14, 1984; emergency amendment at 9 Ill. Reg. 1134, effective January 16, 1985, for a maximum of 150 days; amended at 9 Ill. Reg. 1320, effective January 23, 1985; amended at 9 Ill. Reg. 3681, effective March 12, 1985; emergency amendment at 9 Ill. Reg. 4163, effective March 15, 1985, for a maximum of 150 days; emergency amendment at 9 Ill. Reg. 9231, effective May 31, 1985, for a maximum of 150 days; amended at 9 Ill. Reg. 9420, effective June 7, 1985; amended at 9 Ill. Reg. 10663, effective July 1, 1985; emergency amendment at 9 Ill. Reg. 15043, effective September 24, 1985, for a maximum of 150 days; amended at 10 Ill. Reg. 3230, effective January 24, 1986; preemptory amendment at 10 Ill. Reg. 3325, effective January 22, 1986; emergency amendment at 10 Ill. Reg. 8904, effective May 13, 1986, for a maximum of 150 days; preemptory amendment at 10 Ill. Reg. 8928, effective May 13, 1986; emergency amendment at 10 Ill. Reg. 12090, effective June 30, 1986, for a maximum of 150 days; preemptory amendment at 10 Ill. Reg. 13675, effective July 31, 1986; preemptory amendment at 10 Ill. Reg. 14867, effective August 26, 1986; amended at 10 Ill. Reg. 15567, effective September 17, 1986; emergency amendment at 10 Ill. Reg. 17765, effective September 30, 1986, for a maximum of 150 days; preemptory amendment at 10 Ill. Reg. 19132, effective October 28, 1986; preemptory amendment at 10 Ill. Reg. 21097, effective December 9, 1986; amended at 11 Ill. Reg. 648, effective December 22, 1986; preemptory amendment at 11 Ill. Reg. 3363, effective February 3, 1987; preemptory amendment at 11 Ill. Reg. 4388, effective February 27, 1987; preemptory amendment at 11 Ill. Reg. 6291, effective March 23, 1987; amended at 11 Ill. Reg. 5901, effective March 24, 1987; emergency amendment at 11 Ill. Reg. 8787, effective April 15, 1987, for a maximum of 150 days; emergency amendment at 11 Ill. Reg. 11830, effective July 1, 1987, for a maximum of 150 days; preemptory amendment at 11 Ill. Reg. 13675, effective July 29, 1987; amended at 11 Ill. Reg. 14984, effective August 27, 1987; preemptory amendment at 11 Ill. Reg. 15273, effective September 1, 1987; preemptory amendment at 11 Ill. Reg. 17919,

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

effective October 19, 1987; peremptory amendment at 11 Ill. Reg. 19812, effective November 19, 1987; emergency amendment at 11 Ill. Reg. 20664, effective December 4, 1987, for a maximum of 150 days; amended at 11 Ill. Reg. 20778, effective December 11, 1987; peremptory amendment at 12 Ill. Reg. 3811, effective January 27, 1988; peremptory amendment at 12 Ill. Reg. 5459, effective March 3, 1988; amended at 12 Ill. Reg. 6073, effective March 21, 1988; emergency amendment at 12 Ill. Reg. 7734, effective April 15, 1988, for a maximum of 150 days; peremptory amendment at 12 Ill. Reg. 7783, effective April 14, 1988; peremptory amendment at 12 Ill. Reg. 8135, effective April 22, 1988; peremptory amendment at 12 Ill. Reg. 9745, effective May 23, 1988; emergency amendment at 12 Ill. Reg. 11778, effective July 1, 1988, for a maximum of 150 days; emergency amendment at 12 Ill. Reg. 12895, effective July 18, 1988, for a maximum of 150 days; peremptory amendment at 12 Ill. Reg. 13306, effective July 27, 1988; corrected at 12 Ill. Reg. 13359; amended at 12 Ill. Reg. 14630, effective September 6, 1988; amended at 12 Ill. Reg. 20449, effective November 28, 1988; peremptory amendment at 12 Ill. Reg. 20584, effective November 28, 1988; peremptory amendment at 13 Ill. Reg. 8080, effective May 10, 1989; amended at 13 Ill. Reg. 8849, effective May 30, 1989; peremptory amendment at 13 Ill. Reg. 8970, effective May 26, 1989; emergency amendment at 13 Ill. Reg. 10967, effective June 20, 1989, for a maximum of 150 days; emergency amendment expired November 17, 1989; amended at 13 Ill. Reg. 11451, effective June 28, 1989; emergency amendment at 13 Ill. Reg. 11854, effective July 1, 1989, for a maximum of 150 days; corrected at 13 Ill. Reg. 12647; peremptory amendment at 13 Ill. Reg. 12887, effective July 24, 1989; amended at 13 Ill. Reg. 16950, effective October 20, 1989; amended at 13 Ill. Reg. 19221, effective December 12, 1989; amended at 14 Ill. Reg. 615, effective January 2, 1990; peremptory amendment at 14 Ill. Reg. 1627, effective January 11, 1990; amended at 14 Ill. Reg. 4455, effective March 12, 1990; peremptory amendment at 14 Ill. Reg. 7652, effective May 7, 1990; amended at 14 Ill. Reg. 10002, effective June 11, 1990; emergency amendment at 14 Ill. Reg. 11330, effective June 29, 1990, for a maximum of 150 days; amended at 14 Ill. Reg. 14361, effective August 24, 1990; emergency amendment at 14 Ill. Reg. 15570, effective September 11, 1990, for a maximum of 150 days; emergency amendment expired February 8, 1991; corrected at 14 Ill. Reg. 16092; peremptory amendment at 14 Ill. Reg. 17098, effective September 26, 1990; amended at 14 Ill. Reg. 17189, effective October 2, 1990; amended at 14 Ill. Reg. 17189, effective October 19, 1990; amended at 14 Ill. Reg. 18719, effective November 13, 1990; peremptory amendment at 14 Ill. Reg. 18854, effective November 13, 1990; peremptory amendment at 15 Ill. Reg. 663, effective January 7, 1991; amended at 15 Ill. Reg. 3296, effective February 14, 1991; amended at 15 Ill. Reg. 4401, effective March 11, 1991; peremptory amendment at 15 Ill. Reg. 5100, effective March 20, 1991; peremptory amendment at 15 Ill. Reg. 5465, effective April 2, 1991; emergency amendment at 15 Ill. Reg. 10485, effective July 1, 1991, for a maximum of 150 days; amended at 15 Ill. Reg. 11080, effective July 19, 1991; amended at 15 Ill. Reg. 13080, effective August 21, 1991; amended at 15 Ill. Reg. 14210, effective September 23, 1991; emergency amendment at 16 Ill. Reg. 711, effective December 26,

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

1991, for a maximum of 150 days; amended at 16 Ill. Reg. 3450, effective February 20, 1992; preemptory amendment at 16 Ill. Reg. 5068, effective March 11, 1992; preemptory amendment at 16 Ill. Reg. 7056, effective April 20, 1992; emergency amendment at 16 Ill. Reg. 8239, effective May 19, 1992, for a maximum of 150 days; amended at 16 Ill. Reg. 8382, effective May 26, 1992; emergency amendment at 16 Ill. Reg. 13950, effective August 19, 1992, for a maximum of 150 days; emergency amendment at 16 Ill. Reg. 14452, effective September 4, 1992, for a maximum of 150 days; amended at 17 Ill. Reg. 238, effective December 23, 1992; preemptory amendment at 17 Ill. Reg. 498, effective December 18, 1992; amended at 17 Ill. Reg. 590, effective January 4, 1993; amended at 17 Ill. Reg. 1819, effective February 2, 1993; amended at 17 Ill. Reg. 6441, effective April 8, 1993; emergency amendment at 17 Ill. Reg. 12900, effective July 22, 1993, for a maximum of 150 days; amended at 17 Ill. Reg. 13409, effective July 29, 1993; emergency amendment at 17 Ill. Reg. 13789, effective August 9, 1993, for a maximum of 150 days; emergency amendment at 17 Ill. Reg. 14666, effective August 26, 1993, for a maximum of 150 days; amended at 17 Ill. Reg. 19103, effective October 25, 1993; emergency amendment at 17 Ill. Reg. 21858, effective December 1, 1993, for a maximum of 150 days; amended at 17 Ill. Reg. 22514, effective December 15, 1993; amended at 18 Ill. Reg. 227, effective December 17, 1993; amended at 18 Ill. Reg. 1107, effective January 18, 1994; amended at 18 Ill. Reg. 5146, effective March 21, 1994; preemptory amendment at 18 Ill. Reg. 9562, effective June 13, 1994; emergency amendment at 18 Ill. Reg. 11299, effective July 1, 1994, for a maximum of 150 days; preemptory amendment at 18 Ill. Reg. 13476, effective August 17, 1994; emergency amendment at 18 Ill. Reg. 14417, effective September 9, 1994, for a maximum of 150 days; amended at 18 Ill. Reg. 16545, effective October 31, 1994; preemptory amendment at 18 Ill. Reg. 16708, effective October 28, 1994; amended at 18 Ill. Reg. 17191, effective November 21, 1994; amended at 19 Ill. Reg. 1024, effective January 24, 1995; preemptory amendment at 19 Ill. Reg. 2481, effective February 17, 1995; preemptory amendment at 19 Ill. Reg. 3073, effective February 17, 1995; amended at 19 Ill. Reg. 3456, effective March 7, 1995; preemptory amendment at 19 Ill. Reg. 5145, effective March 14, 1995; amended at 19 Ill. Reg. 6452, effective May 2, 1995; preemptory amendment at 19 Ill. Reg. 6688, effective May 1, 1995; amended at 19 Ill. Reg. 7841, effective June 1, 1995; amended at 19 Ill. Reg. 8156, effective June 12, 1995; amended at 19 Ill. Reg. 9096, effective June 27, 1995; emergency amendment at 19 Ill. Reg. 11954, effective August 1, 1995, for a maximum of 150 days; preemptory amendment at 19 Ill. Reg. 13979, effective September 19, 1995; preemptory amendment at 19 Ill. Reg. 15103, effective October 12, 1995; amended at 19 Ill. Reg. 16160, effective November 28, 1995; amended at 20 Ill. Reg. 308, effective December 22, 1995; emergency amendment at 20 Ill. Reg. 4060, effective February 27, 1996, for a maximum of 150 days; preemptory amendment at 20 Ill. Reg. 6334, effective April 22, 1996; preemptory amendment at 20 Ill. Reg. 7434, effective May 14, 1996; amended at 20 Ill. Reg. 8301, effective June 11, 1996; amended at 20 Ill. Reg. 8657, effective June 20, 1996; amended at 20 Ill. Reg. 9006, effective June 26, 1996; amended at 20 Ill. Reg. 9925, effective July 10, 1996; emergency amendment at 20 Ill. Reg.

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

10213, effective July 15, 1996, for a maximum of 150 days; amended at 20 Ill. Reg. 10841, effective August 5, 1996; preemptory amendment at 20 Ill. Reg. 13408, effective September 24, 1996; amended at 20 Ill. Reg. 15018, effective November 7, 1996; preemptory amendment at 20 Ill. Reg. 15092, effective November 7, 1996; emergency amendment at 21 Ill. Reg. 1023, effective January 6, 1997, for a maximum of 150 days; amended at 21 Ill. Reg. 1629, effective January 22, 1997; amended at 21 Ill. Reg. 5144, effective April 15, 1997; amended at 21 Ill. Reg. 6444, effective May 15, 1997; amended at 21 Ill. Reg. 7118, effective June 3, 1997; emergency amendment at 21 Ill. Reg. 10061, effective July 21, 1997, for a maximum of 150 days; emergency amendment at 21 Ill. Reg. 12859, effective September 8, 1997, for a maximum of 150 days; preemptory amendment at 21 Ill. Reg. 14267, effective October 14, 1997; preemptory amendment at 21 Ill. Reg. 14589, effective October 15, 1997; preemptory amendment at 21 Ill. Reg. 15030, effective November 10, 1997; amended at 21 Ill. Reg. 16344, effective December 9, 1997; preemptory amendment at 21 Ill. Reg. 16465, effective December 4, 1997; preemptory amendment at 21 Ill. Reg. 17167, effective December 9, 1997; preemptory amendment at 22 Ill. Reg. 1593, effective December 22, 1997; amended at 22 Ill. Reg. 2580, effective January 14, 1998; preemptory amendment at 22 Ill. Reg. 4326, effective February 13, 1998; preemptory amendment at 22 Ill. Reg. 5108, effective February 26, 1998; preemptory amendment at 22 Ill. Reg. 5749, effective March 3, 1998; amended at 22 Ill. Reg. 6204, effective March 12, 1998; preemptory amendment at 22 Ill. Reg. 7053, effective April 1, 1998; preemptory amendment at 22 Ill. Reg. 7320, effective April 10, 1998; preemptory amendment at 22 Ill. Reg. 7692, effective April 20, 1998; emergency amendment at 22 Ill. Reg. 12607, effective July 2, 1998, for a maximum of 150 days; preemptory amendment at 22 Ill. Reg. 15489, effective August 7, 1998; amended at 22 Ill. Reg. 16158, effective August 31, 1998; preemptory amendment at 22 Ill. Reg. 19105, effective September 30, 1998; preemptory amendment at 22 Ill. Reg. 19943, effective October 27, 1998; preemptory amendment at 22 Ill. Reg. 20406, effective November 5, 1998; amended at 22 Ill. Reg. 20581, effective November 16, 1998; amended at 23 Ill. Reg. 664, effective January 1, 1999; preemptory amendment at 23 Ill. Reg. 730, effective December 29, 1998; emergency amendment at 23 Ill. Reg. 6533, effective May 10, 1999, for a maximum of 150 days; amended at 23 Ill. Reg. 7065, effective June 3, 1999; emergency amendment at 23 Ill. Reg. 8169, effective July 1, 1999, for a maximum of 150 days; amended at 23 Ill. Reg. 11020, effective August 26, 1999; amended at 23 Ill. Reg. 12429, effective September 21, 1999; preemptory amendment at 23 Ill. Reg. 12493, effective September 23, 1999; amended at 23 Ill. Reg. 12604, effective September 24, 1999; amended at 23 Ill. Reg. 13053, effective September 27, 1999; preemptory amendment at 23 Ill. Reg. 13132, effective October 1, 1999; amended at 23 Ill. Reg. 13570, effective October 26, 1999; amended at 23 Ill. Reg. 14020, effective November 15, 1999; amended at 24 Ill. Reg. 1025, effective January 7, 2000; preemptory amendment at 24 Ill. Reg. 3399, effective February 3, 2000; amended at 24 Ill. Reg. 3537, effective February 18, 2000; amended at 24 Ill. Reg. 6874, effective April 21, 2000; amended at 24 Ill. Reg. 7956, effective May 23, 2000; emergency amendment at 24 Ill. Reg. 10328, effective

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

July 1, 2000, for a maximum of 150 days; emergency expired November 27, 2000; preemptory amendment at 24 Ill. Reg. 10767, effective July 3, 2000; amended at 24 Ill. Reg. 13384, effective August 17, 2000; preemptory amendment at 24 Ill. Reg. 14460, effective September 14, 2000; preemptory amendment at 24 Ill. Reg. 16700, effective October 30, 2000; preemptory amendment at 24 Ill. Reg. 17600, effective November 16, 2000; amended at 24 Ill. Reg. 18058, effective December 4, 2000; preemptory amendment at 24 Ill. Reg. 18444, effective December 1, 2000; amended at 25 Ill. Reg. 811, effective January 4, 2001; amended at 25 Ill. Reg. 2389, effective January 22, 2001; amended at 25 Ill. Reg. 4552, effective March 14, 2001; preemptory amendment at 25 Ill. Reg. 5067, effective March 21, 2001; amended at 25 Ill. Reg. 5618, effective April 4, 2001; amended at 25 Ill. Reg. 6655, effective May 11, 2001; amended at 25 Ill. Reg. 7151, effective May 25, 2001; preemptory amendment at 25 Ill. Reg. 8009, effective June 14, 2001; emergency amendment at 25 Ill. Reg. 9336, effective July 3, 2001, for a maximum of 150 days; amended at 25 Ill. Reg. 9846, effective July 23, 2001; amended at 25 Ill. Reg. 12087, effective September 6, 2001; amended at 25 Ill. Reg. 15560, effective November 20, 2001; preemptory amendment at 25 Ill. Reg. 15671, effective November 15, 2001; amended at 25 Ill. Reg. 15974, effective November 28, 2001; emergency amendment at 26 Ill. Reg. 223, effective December 21, 2001, for a maximum of 150 days; amended at 26 Ill. Reg. 1143, effective January 17, 2002; amended at 26 Ill. Reg. 4127, effective March 5, 2002; preemptory amendment at 26 Ill. Reg. 4963, effective March 15, 2002; amended at 26 Ill. Reg. 6235, effective April 16, 2002; emergency amendment at 26 Ill. Reg. 7314, effective April 29, 2002, for a maximum of 150 days; amended at 26 Ill. Reg. 10425, effective July 1, 2002; emergency amendment at 26 Ill. Reg. 10952, effective July 1, 2002, for a maximum of 150 days; amended at 26 Ill. Reg. 13934, effective September 10, 2002; amended at 26 Ill. Reg. 14965, effective October 7, 2002; emergency amendment at 26 Ill. Reg. 16583, effective October 24, 2002, for a maximum of 150 days; emergency expired March 22, 2003; preemptory amendment at 26 Ill. Reg. 17280, effective November 18, 2002; amended at 26 Ill. Reg. 17374, effective November 25, 2002; amended at 26 Ill. Reg. 17987, effective December 9, 2002; amended at 27 Ill. Reg. 3261, effective February 11, 2003; expedited correction at 28 Ill. Reg. 6151, effective February 11, 2003; amended at 27 Ill. Reg. 8855, effective May 15, 2003; amended at 27 Ill. Reg. 9114, effective May 27, 2003; emergency amendment at 27 Ill. Reg. 10442, effective July 1, 2003, for a maximum of 150 days; emergency expired November 27, 2003; preemptory amendment at 27 Ill. Reg. 17433, effective November 7, 2003; amended at 27 Ill. Reg. 18560, effective December 1, 2003; preemptory amendment at 28 Ill. Reg. 1441, effective January 9, 2004; amended at 28 Ill. Reg. 2684, effective January 22, 2004; amended at 28 Ill. Reg. 6879, effective April 30, 2004; preemptory amendment at 28 Ill. Reg. 7323, effective May 10, 2004; amended at 28 Ill. Reg. 8842, effective June 11, 2004; preemptory amendment at 28 Ill. Reg. 9717, effective June 28, 2004; amended at 28 Ill. Reg. 12585, effective August 27, 2004; preemptory amendment at 28 Ill. Reg. 13011, effective September 8, 2004; preemptory amendment at 28 Ill. Reg. 13247, effective September 20, 2004; preemptory amendment at 28 Ill. Reg. 13656, effective September

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

27, 2004; emergency amendment at 28 Ill. Reg. 14174, effective October 15, 2004, for a maximum of 150 days; emergency expired March 13, 2005; preemptory amendment at 28 Ill. Reg. 14689, effective October 22, 2004; preemptory amendment at 28 Ill. Reg. 15336, effective November 15, 2004; preemptory amendment at 28 Ill. Reg. 16513, effective December 9, 2004; preemptory amendment at 29 Ill. Reg. 726, effective December 15, 2004; amended at 29 Ill. Reg. 1166, effective January 7, 2005; preemptory amendment at 29 Ill. Reg. 1385, effective January 4, 2005; preemptory amendment at 29 Ill. Reg. 1559, effective January 11, 2005; preemptory amendment at 29 Ill. Reg. 2050, effective January 19, 2005; preemptory amendment at 29 Ill. Reg. 4125, effective February 23, 2005; amended at 29 Ill. Reg. 5375, effective April 4, 2005; preemptory amendment at 29 Ill. Reg. 6105, effective April 14, 2005; preemptory amendment at 29 Ill. Reg. 7217, effective May 6, 2005; preemptory amendment at 29 Ill. Reg. 7840, effective May 10, 2005; amended at 29 Ill. Reg. 8110, effective May 23, 2005; preemptory amendment at 29 Ill. Reg. 8214, effective May 23, 2005; preemptory amendment at 29 Ill. Reg. 8418, effective June 1, 2005; amended at 29 Ill. Reg. 9319, effective July 1, 2005; preemptory amendment at 29 Ill. Reg. 12076, effective July 15, 2005; preemptory amendment at 29 Ill. Reg. 13265, effective August 11, 2005; amended at 29 Ill. Reg. 13540, effective August 22, 2005; preemptory amendment at 29 Ill. Reg. 14098, effective September 2, 2005; amended at 29 Ill. Reg. 14166, effective September 9, 2005; amended at 29 Ill. Reg. 19551, effective November 21, 2005; emergency amendment at 29 Ill. Reg. 20554, effective December 2, 2005, for a maximum of 150 days; preemptory amendment at 29 Ill. Reg. 20693, effective December 12, 2005; preemptory amendment at 30 Ill. Reg. 623, effective December 28, 2005; preemptory amendment at 30 Ill. Reg. 1382, effective January 13, 2006; amended at 30 Ill. Reg. 2289, effective February 6, 2006; preemptory amendment at 30 Ill. Reg. 4157, effective February 22, 2006; preemptory amendment at 30 Ill. Reg. 5687, effective March 7, 2006; preemptory amendment at 30 Ill. Reg. 6409, effective March 30, 2006; amended at 30 Ill. Reg. 7857, effective April 17, 2006; amended at 30 Ill. Reg. 9438, effective May 15, 2006; preemptory amendment at 30 Ill. Reg. 10153, effective May 18, 2006; preemptory amendment at 30 Ill. Reg. 10508, effective June 1, 2006; amended at 30 Ill. Reg. 11336, effective July 1, 2006; emergency amendment at 30 Ill. Reg. 12340, effective July 1, 2006, for a maximum of 150 days; preemptory amendment at 30 Ill. Reg. 12418, effective July 1, 2006; amended at 30 Ill. Reg. 12761, effective July 17, 2006; preemptory amendment at 30 Ill. Reg. 13547, effective August 1, 2006; preemptory amendment at 30 Ill. Reg. 15059, effective September 5, 2006; preemptory amendment at 30 Ill. Reg. 16439, effective September 27, 2006; emergency amendment at 30 Ill. Reg. 16626, effective October 3, 2006, for a maximum of 150 days; preemptory amendment at 30 Ill. Reg. 17603, effective October 20, 2006; amended at 30 Ill. Reg. 18610, effective November 20, 2006; preemptory amendment at 30 Ill. Reg. 18823, effective November 21, 2006; preemptory amendment at 31 Ill. Reg. 230, effective December 20, 2006; emergency amendment at 31 Ill. Reg. 1483, effective January 1, 2007, for a maximum of 150 days; preemptory amendment at 31 Ill. Reg. 2485, effective January 17, 2007; preemptory amendment at 31 Ill. Reg. 4445, effective February 28,

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

2007; amended at 31 Ill. Reg. 4982, effective March 15, 2007; preemptory amendment at 31 Ill. Reg. 7338, effective May 3, 2007; amended at 31 Ill. Reg. 8901, effective July 1, 2007; emergency amendment at 31 Ill. Reg. 10056, effective July 1, 2007, for a maximum of 150 days; preemptory amendment at 31 Ill. Reg. 10496, effective July 6, 2007; preemptory amendment at 31 Ill. Reg. 12335, effective August 9, 2007; emergency amendment at 31 Ill. Reg. 12608, effective August 16, 2007, for a maximum of 150 days; emergency amendment at 31 Ill. Reg. 13220, effective August 30, 2007, for a maximum of 150 days; preemptory amendment at 31 Ill. Reg. 13357, effective August 29, 2007; amended at 31 Ill. Reg. 13981, effective September 21, 2007; preemptory amendment at 31 Ill. Reg. 14331, effective October 1, 2007; amended at 31 Ill. Reg. 16094, effective November 20, 2007; amended at 31 Ill. Reg. 16792, effective December 13, 2007; preemptory amendment at 32 Ill. Reg. 598, effective December 27, 2007; amended at 32 Ill. Reg. 1082, effective January 11, 2008; preemptory amendment at 32 Ill. Reg. 3095, effective February 13, 2008; preemptory amendment at 32 Ill. Reg. 6097, effective March 25, 2008; preemptory amendment at 32 Ill. Reg. 7154, effective April 17, 2008; expedited correction at 32 Ill. Reg. 9747, effective April 17, 2008; preemptory amendment at 32 Ill. Reg. 9360, effective June 13, 2008; amended at 32 Ill. Reg. 9881, effective July 1, 2008; preemptory amendment at 32 Ill. Reg. 12065, effective July 9, 2008; preemptory amendment at 32 Ill. Reg. 13861, effective August 8, 2008; preemptory amendment at 32 Ill. Reg. 16591, effective September 24, 2008; preemptory amendment at 32 Ill. Reg. 16872, effective October 3, 2008; preemptory amendment at 32 Ill. Reg. 18324, effective November 14, 2008; preemptory amendment at 33 Ill. Reg. 98, effective December 19, 2008; amended at 33 Ill. Reg. 2148, effective January 26, 2009; preemptory amendment at 33 Ill. Reg. 3530, effective February 6, 2009; preemptory amendment at 33 Ill. Reg. 4202, effective February 26, 2009; preemptory amendment at 33 Ill. Reg. 5501, effective March 25, 2009; preemptory amendment at 33 Ill. Reg. 6354, effective April 15, 2009; preemptory amendment at 33 Ill. Reg. 6724, effective May 1, 2009; preemptory amendment at 33 Ill. Reg. 9138, effective June 12, 2009; emergency amendment at 33 Ill. Reg. 9432, effective July 1, 2009, for a maximum of 150 days; amended at 33 Ill. Reg. 10211, effective July 1, 2009; preemptory amendment at 33 Ill. Reg. 10823, effective July 2, 2009; preemptory amendment at 33 Ill. Reg. 11082, effective July 10, 2009; preemptory amendment at 33 Ill. Reg. 11698, effective July 23, 2009; preemptory amendment at 33 Ill. Reg. 11895, effective July 31, 2009; preemptory amendment at 33 Ill. Reg. 12872, effective September 3, 2009; amended at 33 Ill. Reg. 14944, effective October 26, 2009; preemptory amendment at 33 Ill. Reg. 16598, effective November 13, 2009; preemptory amendment at 34 Ill. Reg. 305, effective December 18, 2009; emergency amendment at 34 Ill. Reg. 957, effective January 1, 2010, for a maximum of 150 days; preemptory amendment at 34 Ill. Reg. 1425, effective January 5, 2010; preemptory amendment at 34 Ill. Reg. 3684, effective March 5, 2010; preemptory amendment at 34 Ill. Reg. 5776, effective April 2, 2010; preemptory amendment at 34 Ill. Reg. 6214, effective April 16, 2010; amended at 34 Ill. Reg. 6583, effective April 30, 2010; preemptory amendment at 34 Ill. Reg. 7528, effective May 14, 2010; amended at 34 Ill.

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Reg. 7645, effective May 24, 2010; preemptory amendment at 34 Ill. Reg. 7947, effective May 26, 2010; preemptory amendment at 34 Ill. Reg. 8633, effective June 18, 2010; amended at 34 Ill. Reg. 9759, effective July 1, 2010; preemptory amendment at 34 Ill. Reg. 10536, effective July 9, 2010; preemptory amendment at 34 Ill. Reg. 11864, effective July 30, 2010; emergency amendment at 34 Ill. Reg. 12240, effective August 9, 2010, for a maximum of 150 days; preemptory amendment at 34 Ill. Reg. 13204, effective August 26, 2010; preemptory amendment at 34 Ill. Reg. 13657, effective September 8, 2010; preemptory amendment at 34 Ill. Reg. 15897, effective September 30, 2010; preemptory amendment at 34 Ill. Reg. 18912, effective November 15, 2010; preemptory amendment at 34 Ill. Reg. 19582, effective December 3, 2010; amended at 35 Ill. Reg. 765, effective December 30, 2010; emergency amendment at 35 Ill. Reg. 1092, effective January 1, 2011, for a maximum of 150 days; preemptory amendment at 35 Ill. Reg. 2465, effective January 19, 2011; preemptory amendment at 35 Ill. Reg. 3577, effective February 10, 2011; emergency amendment at 35 Ill. Reg. 4412, effective February 23, 2011, for a maximum of 150 days; preemptory amendment at 35 Ill. Reg. 4803, effective March 11, 2011; emergency amendment at 35 Ill. Reg. 5633, effective March 15, 2011, for a maximum of 150 days; preemptory amendment at 35 Ill. Reg. 5677, effective March 18, 2011; amended at 35 Ill. Reg. 8419, effective May 23, 2011; amended at 35 Ill. Reg. 11245, effective June 28, 2011; emergency amendment at 35 Ill. Reg. 11657, effective July 1, 2011, for a maximum of 150 days; emergency expired November 27, 2011; preemptory amendment at 35 Ill. Reg. 12119, effective June 29, 2011; preemptory amendment at 35 Ill. Reg. 13966, effective July 29, 2011; preemptory amendment at 35 Ill. Reg. 15178, effective August 29, 2011; emergency amendment at 35 Ill. Reg. 15605, effective September 16, 2011, for a maximum of 150 days; preemptory amendment at 35 Ill. Reg. 15640, effective September 15, 2011; preemptory amendment at 35 Ill. Reg. 19707, effective November 23, 2011; amended at 35 Ill. Reg. 20144, effective December 6, 2011; amended at 36 Ill. Reg. 153, effective December 22, 2011; preemptory amendment at 36 Ill. Reg. 564, effective December 29, 2011; preemptory amendment at 36 Ill. Reg. 3957, effective February 24, 2012; preemptory amendment at 36 Ill. Reg. 4158, effective March 5, 2012; preemptory amendment at 36 Ill. Reg. 4437, effective March 9, 2012; amended at 36 Ill. Reg. 4707, effective March 19, 2012; amended at 36 Ill. Reg. 8460, effective May 24, 2012; preemptory amendment at 36 Ill. Reg. 10518, effective June 27, 2012; emergency amendment at 36 Ill. Reg. 11222, effective July 1, 2012, for a maximum of 150 days; preemptory amendment at 36 Ill. Reg. 13680, effective August 15, 2012; preemptory amendment at 36 Ill. Reg. 13973, effective August 22, 2012; preemptory amendment at 36 Ill. Reg. 15498, effective October 16, 2012; amended at 36 Ill. Reg. 16213, effective November 1, 2012; preemptory amendment at 36 Ill. Reg. 17138, effective November 20, 2012; preemptory amendment at 37 Ill. Reg. 3408, effective March 7, 2013; amended at 37 Ill. Reg. 4750, effective April 1, 2013; preemptory amendment at 37 Ill. Reg. 5925, effective April 18, 2013; preemptory amendment at 37 Ill. Reg. 9563, effective June 19, 2013; amended at 37 Ill. Reg. 9939, effective July 1, 2013; emergency amendment at 37 Ill. Reg. 11395, effective July 1, 2013, for a maximum of 150 days;

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

peremptory amendment at 37 Ill. Reg. 11524, effective July 3, 2013; peremptory amendment at 37 Ill. Reg. 12588, effective July 19, 2013; peremptory amendment at 37 Ill. Reg. 13762, effective August 8, 2013; peremptory amendment at 37 Ill. Reg. 14219, effective August 23, 2013; amended at 37 Ill. Reg. 16925, effective October 8, 2013; peremptory amendment at 37 Ill. Reg. 17164, effective October 18, 2013; peremptory amendment at 37 Ill. Reg. 20410, effective December 6, 2013; peremptory amendment at 38 Ill. Reg. 2974, effective January 9, 2014; amended at 38 Ill. Reg. 5250, effective February 4, 2014; peremptory amendment at 38 Ill. Reg. 6725, effective March 6, 2014; emergency amendment at 38 Ill. Reg. 9080, effective April 11, 2014, for a maximum of 150 days; peremptory amendment at 38 Ill. Reg. 9136, effective April 11, 2014; amended at 38 Ill. Reg. 9207, effective April 21, 2014; peremptory amendment at 38 Ill. Reg. 13416, effective June 11, 2014; amended at 38 Ill. Reg. 14818, effective July 1, 2014; peremptory amendment at 38 Ill. Reg. 15739, effective July 2, 2014; peremptory amendment at 38 Ill. Reg. 17481, effective July 29, 2014; amended at 38 Ill. Reg. 17556, effective August 6, 2014; peremptory amendment at 38 Ill. Reg. 18791, effective August 26, 2014; peremptory amendment at 38 Ill. Reg. 19806, effective September 26, 2014; amended at 38 Ill. Reg. 20695, effective October 14, 2014; amended at 38 Ill. Reg. 24005, effective December 9, 2014; peremptory amendment at 39 Ill. Reg. 728, effective December 23, 2014; emergency amendment at 39 Ill. Reg. 708, effective December 26, 2014, for a maximum of 150 days; peremptory amendment at 39 Ill. Reg. 6964, effective April 29, 2015; amended at 39 Ill. Reg. 7878, effective May 22, 2015; amended at 39 Ill. Reg. 11220, effective July 28, 2015; peremptory amendment at 39 Ill. Reg. 12004, effective August 13, 2015; peremptory amendment at 39 Ill. Reg. 15807, effective November 25, 2015; amended at 40 Ill. Reg. 5893, effective March 28, 2016; peremptory amendment at 40 Ill. Reg. 8462, effective June 1, 2016; peremptory amendment at 40 Ill. Reg. 9658, effective June 30, 2016; amended at 40 Ill. Reg. 9356, effective July 1, 2016; peremptory amendment at 40 Ill. Reg. 11207, effective August 5, 2016; peremptory amendment at 41 Ill. Reg. 1210, effective January 19, 2017; amended at 41 Ill. Reg. 1695, effective January 25, 2017; peremptory amendment at 41 Ill. Reg. 2078, effective February 2, 2017; amended at 41 Ill. Reg. 3191, effective March 6, 2017; amended at 41 Ill. Reg. 4615, effective April 24, 2017; peremptory amendment at 41 Ill. Reg. 5822, effective May 15, 2017; peremptory amendment at 41 Ill. Reg. 6695, effective May 24, 2017; peremptory amendment at 41 Ill. Reg. 7227, effective June 9, 2017; amended at 41 Ill. Reg. 8314, effective July 1, 2017; peremptory amendment at 41 Ill. Reg. 10974, effective August 10, 2017; peremptory amendment at 41 Ill. Reg. 11447, effective August 25, 2017; peremptory amendment at 41 Ill. Reg. 12179, effective September 13, 2017; peremptory amendment at 41 Ill. Reg. 15837, effective December 12, 2017; amended at 42 Ill. Reg. 712, effective December 28, 2017; amended at 42 Ill. Reg. 5357, effective March 9, 2018; peremptory amendment at 42 Ill. Reg. 8967, effective May 16, 2018; amended at 42 Ill. Reg. 13464, effective July 1, 2018; amended at 42 Ill. Reg. 16651, effective September 4, 2018; peremptory amendment at 43 Ill. Reg. 3999, effective March 15, 2019; amended at 43 Ill. Reg. 8746, effective July 31, 2019; peremptory amendment at 43 Ill. Reg. 9886, effective August 21,

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

2019; peremptory amendment at 43 Ill. Reg. 10811, effective September 20, 2019; peremptory amendment at 43 Ill. Reg. 11734, effective September 27, 2019; peremptory amendment at 43 Ill. Reg. 12119, effective October 8, 2019; peremptory amendment at 43 Ill. Reg. 13031, effective October 25, 2019; emergency amendment at 43 Ill. Reg. 14216, effective November 22, 2019, for a maximum of 150 days; amended at 44 Ill. Reg. 1819, effective January 1, 2020; peremptory amendment at 44 Ill. Reg. 2380, effective January 15, 2020; peremptory amendment at 44 Ill. Reg. 2588, effective January 17, 2020; peremptory amendment at 44 Ill. Reg. 2985, effective January 31, 2020; peremptory amendment at 44 Ill. Reg. 5497, effective March 13, 2020; amended at 44 Ill. Reg. 6859, effective April 16, 2020; peremptory amendment at 44 Ill. Reg. 8083, effective April 22, 2020; peremptory amendment at 44 Ill. Reg. 10232, effective May 28, 2020; amended at 44 Ill. Reg. 12146, effective July 13, 2020.

SUBPART A: NARRATIVE

Section 310.47 In-Hire Rate

- a) Use – No employee in a position in which the position and/or the employee meet the criteria of an in-hire rate receives less than the in-hire rate. The in-hire rate is used when a candidate only meets the minimum requirements of the class specification upon entry to State service (Section 310.100(b)(1), 310.490(b)(1) or 310.495(b)(1)), when an employee moves to a vacant position (Section 310.45) or when an MS salary range is assigned to a Trainee Program (Section 310.415(b)).
- b) Request –
 - 1) Agency Head Request for Other Than a Merit-Compensation-System-only Trainee Program – An agency head may request in writing that the ~~Director of Central Management Services~~ approve or negotiate an in-hire rate. The in-hire rate is a Step or dollar amount depending on whether the classification title is assigned to a negotiated full scale rate, negotiated pay grade, merit compensation salary range or broad-band salary range. The in-hire rate may be for the classification title or limited within the classification title to the agency, facilities, counties or other criteria. The supporting justifications for the requested in-hire rate and the limitations are included in the agency request. An effective date may be included in the request.
 - 2) Agency Head Request for a Merit-Compensation-System-only Trainee Program – The Department of Central Management Services determined

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

in-hire rates for existing trainee programs assigned only MS-salary ranges to be used by agencies as the anticipated starting salaries. The in-hire rates are tied to the targeted title and in one case the county in which the trainee position is located. Some targeted titles have been determined to be inappropriate for some trainee titles. If an agency is unable to locate an in-hire rate for its trainee program's targeted title, the targeted title is inappropriate. Agencies using inappropriate targeted titles shall allow employees in the trainee titles targeting the inappropriate targeted titles to finish their training and be promoted if successful. Then, the agency shall not use the inappropriate targeted title again for that trainee program. Questions about the best titles to use for training shall be addressed by CMS. When an agency submits for approval the establishment of a new or a targeted title revision for an existing Trainee or Apprenticeship Program form (CMS-705), the agency head shall request in writing that the Director ~~of Central Management Services~~ approve an in-hire rate. The in-hire rate is a dollar amount within the merit compensation salary range assigned to the trainee title. The in-hire rate may be for the trainee title limited for the targeted title and the agency, facilities, counties or other criteria. The supporting justifications for the requested in-hire rate and the limitations shall be included in the agency request. An effective date may be included in the request.

- c) Review – The Director ~~of Central Management Services~~ shall review the supporting justifications, the turnover rate, the length of vacancies, the currently filled positions for the classification title, and the market starting rates for similar classes, and consult with other agencies using the classification title. Other factors may be included in the review and negotiation of negotiated in-hire rates.
- d) Approval or Negotiated –
 - 1) Approval – The Director ~~of Central Management Services~~ indicates in writing the approved in-hire rate and effective date, which is either the date requested by the agency or the beginning of the next pay period after the approval.
 - 2) Negotiated – The Director ~~of Central Management Services~~ and the bargaining unit representative indicate in writing the in-hire rates and effective date, which is either the date indicated in the agreement, the date

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

of the agreement's signature or the beginning of the next pay period after the signatures are secured on the agreement.

- e) Implementation – In the classification title or within the limitations of the classification title and when the in-hire rate is above the normal minimum of the assigned salary range or pay grade, an employee paid below the in-hire rate receives the in-hire rate on the approved effective date. The in-hire rate remains in effect for any employee entering the title or the limits within the title until the title is abolished or an agency request to rescind the in-hire rate is approved by the Director of Central Management Services or negotiated by the Director of Central Management Services and the bargaining unit representative.
- f) Approved or Negotiated In-Hire Rates –
- 1) Assigned to a Classification –
- A) Approved and Assigned to a Pay Grade or Salary Range –

Title	Pay Grade or Salary Range	Effective Date	In-Hire Rate
Correctional Officer	RC-006-09	January 1, 2008	Step 1
Correctional Officer Trainee	RC-006-05	January 1, 2008	Step 1
Environmental Engineer I	RC-063-15	January 1, 2008	Step 2
Environmental Protection Engineer I	RC-063-15	January 1, 2008	Step 5
Environmental Protection Engineer II	RC-063-17	January 1, 2008	Step 4

- B) Negotiated and Assigned to a Full Scale Rate – The rates are located in Appendix A Table D for bargaining unit HR-001, in Appendix A Table E for bargaining unit RC-020, in Appendix A Table F for RC-019 and in Appendix A Table G for bargaining unit RC-045.

Title	Bargaining Unit	Effective Date	In-Hire Rate
Auto & Body Repairer	RC-045	July 1, 2013	75%
Automotive Attendant I	RC-045	July 1, 2013	75%
Automotive Attendant II	RC-045	July 1, 2013	75%

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Automotive Mechanic	RC-045	July 1, 2013	75%
Automotive Parts Warehouse Specialist	RC-045	July 1, 2013	75%
Automotive Parts Warehouse	RC-045	July 1, 2013	75%
Bridge Mechanic	RC-019	July 8, 2013	75%
Bridge Mechanic	RC-020	June 26, 2013	75%
Bridge Tender	RC-019	July 8, 2013	75%
Bridge Tender	RC-020	June 26, 2013	75%
Building Services Worker	HR-001	July 24, 2013	75%
Conservation Police Lieutenant	RC-104	July 31, 2019	*
Conservation Police Sergeant	RC-104	July 31, 2019	*
Deck Hand	RC-019	July 8, 2013	75%
Elevator Operator	HR-001	July 24, 2013	75%
Ferry Operator I	RC-019	July 8, 2013	75%
Ferry Operator II	RC-019	July 8, 2013	75%
Grounds Supervisor	HR-001	July 24, 2013	75%
Heavy Construction Equipment Operator	HR-001	July 24, 2013	75%
Heavy Construction Equipment Operator	RC-020	June 26, 2013	75%
Highway Maintainer	HR-001	November 1, 2009	75%
Highway Maintainer	RC-019	July 8, 2013	75%
Highway Maintainer	RC-020	June 26, 2013	75%
Highway Maintenance Lead Worker	HR-001	July 24, 2013	75%
Highway Maintenance Lead Worker	RC-019	July 8, 2013	75%
Highway Maintenance Lead Worker	RC-020	June 26, 2013	75%
Highway Maintenance Lead Worker (Lead Lead Worker)	RC-019	July 8, 2013	75%
Highway Maintenance Lead Worker (Lead Lead Worker)	RC-020	June 26, 2013	75%
Janitor I (Including Office of Administration)	RC-019	July 8, 2013	75%
Janitor II (Including Office of Administration)	RC-019	July 8, 2013	75%

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Labor Maintenance Lead Worker	RC-019	July 8, 2013	75%
Labor Maintenance Lead Worker	RC-020	June 26, 2013	75%
Laborer (Maintenance)	HR-001	July 24, 2013	75%
Laborer (Maintenance)	RC-019	July 8, 2013	75%
Laborer (Maintenance)	RC-020	June 26, 2013	75%
Maintenance Equipment Operator	HR-001	July 24, 2013	75%
Maintenance Equipment Operator	RC-019	July 8, 2013	75%
Maintenance Equipment Operator	RC-020	June 26, 2013	75%
Maintenance Worker	HR-001	July 24, 2013	75%
Maintenance Worker	RC-019	July 8, 2013	75%
Maintenance Worker	RC-020	June 26, 2013	75%
Power Shovel Operator (Maintenance)	HR-001	July 24, 2013	75%
Power Shovel Operator (Maintenance)	RC-019	July 8, 2013	75%
Power Shovel Operator (Maintenance)	RC-020	June 26, 2013	75%
Security Guard I	RC-019	July 8, 2013	75%
Security Guard II	RC-019	July 8, 2013	75%
Silk Screen Operator	RC-019	July 8, 2013	75%
Silk Screen Operator	RC-020	June 26, 2013	75%
Small Engine Mechanic	RC-045	July 1, 2013	75%
Storekeeper I**	RC-045	July 1, 2013	75%
Storekeeper II**	RC-045	July 1, 2013	75%

* New bargaining unit members, regardless of their current rank, shall be hired at 33% of the differential between a Conservation Police Officer II and the new member's new rank at the appropriate longevity level.

** Storekeeper I & Storekeeper II serving as Automotive Parts Warehouse in Cook County.

- 2) Based on the Position's Work Location or Employee's Credential or Residency –

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Title	Pay Grade or Salary Range	Location or Residency	Credential	Effective Date	In-Hire Rate
Bridge Tender	MS-18	Department of Transportation	Temporary Employee	January 1, 2017	\$4,696/month
Civil Engineer Trainee	NR-916	None identified	Bachelor's degree in accredited civil engineering program	January 1, 2008	Add to minimum monthly rate \$40/quarter work experience up to 8
Civil Engineer Trainee	NR-916	None identified	Passed Engineering Intern exam	January 1, 2008	Add to minimum monthly rate \$60/month
Civil Engineer Trainee	NR-916	None identified	Job-Related Master's degree	January 1, 2012	Add to minimum monthly rate \$40/month for each year of full-time graduate study as a substitute for job-related experience up to two years
Conservation/ Historic Preservation Worker	MS-01	Department of Natural Resources	None	January 1, 2018	\$9.00/hour or \$1,468/month
Deck Hand	MS-15	Department of Transportation	Temporary Employee	January 1, 2017	\$4,512/month

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Engineering Technician I	NR-916	None identified	Completed 2 years of college in civil engineering or job related technical/science curriculum (60 semester /90 quarter hours credit)	January 1, 2012	\$2,845
Engineering Technician I	NR-916	None identified	Completed 3 years of college in areas other than civil engineering or job related technical/science curriculum (90 semester /135 quarter hours credit)	January 1, 2012	\$2,730
Engineering Technician I	NR-916	None identified	Associate Degree from an accredited 2 year civil engineering technology program	January 1, 2012	\$2,975

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Engineering Technician I	NR-916	None identified	Completed 3 years of college courses in civil engineering or job related technical/science curriculum (90 semester/135 quarter hours credit)	January 1, 2012	\$2,975
Engineering Technician I	NR-916	None identified	Completed 4 years of college courses in areas other than civil engineering or job related technical/science curriculum (120 semester /180 quarter hours credit)	January 1, 2012	\$2,845

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Engineering Technician I	NR-916	None identified	Completed 4 years of college in civil engineering or job related technical/science curriculum (120 semester/180 quarter hours credit includes appointees from unaccredited engineering programs and those who have not yet obtained a degree)	January 1, 2012	\$3,095
Engineering Technician I and II	NR-916	None identified	Bachelor of Science Degree from an accredited 4 year program in civil engineering technology, industrial technology, and construction technology	January 1, 2012	\$3,510
Ferry Operator I	MS-18	Department of Transportation	Temporary Employee	January 1, 2017	\$4,696/month
Forensic Scientist Trainee	RC-062-15	None identified	Meets minimum	January 1, 2008	Step 1

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

			class requirements or completed Forensic Science Residency Program at the U of I-Chicago		
Highway Maintainer	MS-18	Department of Transportation	None identified beyond class	October 1, 2007	\$20.55/hour or \$3,575/month
Information Services Intern	RC-063-15	Work outside Cook County	Computer Science degree at 4-year college	January 1, 2008	Step 4
Information Services Intern	RC-063-15	Work in Cook County	Computer Science degree at 4-year college	January 1, 2008	Step 6
Information Services Intern	RC-063-15	Work outside Cook County	Computer Science degree at 2-year technical school	January 1, 2008	Step 2
Information Services Intern	RC-063-15	Work in Cook County	Computer Science degree at 2-year technical school	January 1, 2008	Step 4
Information Services Intern	RC-063-15	Work in Cook County	Non-Computer Science degree at 4-year college	January 1, 2008	Step 3

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Information Services Specialist I	RC-063-17	Work in Cook County	None identified beyond class requirements	January 1, 2008	Step 2
Juvenile Justice Specialist	RC-006-14	None identified	Master's degree	September 1, 2008	Step 2
Juvenile Justice Specialist Intern	RC-006-11	None identified	Master's degree	September 1, 2008	Step 2
Meat & Poultry Inspector Trainee	RC-029	Work in Regions 1 and 6	None identified beyond class requirements	May 15, 2014	Step 1
Physician Specialist, Option C	RC-063-MD-C	Work in Alton, Chester, Choate, Ludeman, McFarland, and Murray facilities	None identified beyond class requirements	May 1, 2018	Step 5
Physician Specialist, Option D	RC-063-MD-D	Work in Alton, Chester, Choate, Ludeman, McFarland, and Murray facilities	None identified beyond class requirements	May 1, 2018	Step 5
Telecommunicator	RC-014-12	Work in District 2	None identified beyond class requirements	January 1, 2008	Step 2
Telecommunicator Trainee	RC-014-10	Work in Kane County	None identified beyond class requirements	January 1, 2008	Step 3
Telecommunicator Trainee	RC-014-10	Work in Cook County	None identified beyond class requirements	January 1, 2008	Step 7

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

3) Trainee Program Only Assigned a Merit Compensation System Salary Range –

Trainee Class Title	Targeted Class Title	Effective Date	Monthly Trainee In-Hire Rate
Account Technician Trainee	Account Technician I	September 29, 2019	\$2,171
Account Technician Trainee	Account Technician II	September 29, 2019	\$2,464
Animal and Animal Products Investigator Trainee	Animal and Animal Products Investigator	September 29, 2019	\$2,487
Arson Investigations Trainee	Arson Investigator I	September 29, 2019	\$2,762
Commerce Commission Police Officer Trainee	Commerce Commission Police Officer I	September 29, 2019	\$2,943
Economic Development Representative Trainee	Economic Development Representative I	September 29, 2019	\$2,876
Economist Associate	Research Economist	September 29, 2019	\$2,987
Educator Intern	Educator	September 29, 2019	\$3,649
Fingerprint Technician Trainee	Fingerprint Technician	September 29, 2019	\$2,434
Governmental Career Trainee	Actuarial Examiner	September 29, 2019	\$2,754

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Governmental Career Trainee	Administrative Assistant I	September 29, 2019	\$2,876
Governmental Career Trainee	Appraisal Specialist I	September 29, 2019	\$2,487
Governmental Career Trainee	Community Management Specialist I	September 29, 2019	\$2,539
Governmental Career Trainee	Criminal Intelligence Analyst I	September 29, 2019	\$3,023
Governmental Career Trainee	Criminal Justice Specialist I	September 29, 2019	\$2,754
Governmental Career Trainee	Executive I	September 29, 2019	\$3,023
Governmental Career Trainee	Industrial & Community Development Representative I	September 29, 2019	\$2,876
Governmental Career Trainee	Local Revenue and Fiscal Advisor I	September 29, 2019	\$2,539
Governmental Career Trainee	Methods and Procedures Advisor I	September 29, 2019	\$2,487
Governmental Career Trainee	Public Information Officer III	September 29, 2019	\$3,182
Governmental Career Trainee	Statistical Research Specialist II	September 29, 2019	\$2,556
Governmental Career Trainee	Unemployment Insurance Revenue Analyst II	September 29, 2019	\$2,876
Human Resources Trainee	Human Resources Assistant	September 29, 2019	\$2,036

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Human Resources Trainee	Human Resources Associate	September 29, 2019	\$2,254
Human Resources Trainee	Human Resources Representative	September 29, 2019	\$2,611
Human Rights Investigator Trainee	Human Rights Investigator I	September 29, 2019	\$2,697
Insurance Performance Examiner Trainee	Insurance Performance Examiner I	September 29, 2019	\$2,697
Internal Auditor Trainee	Internal Auditor I	September 29, 2019	\$2,854
Internal Auditor Trainee	Methods and Procedures Advisor III	September 29, 2019	\$2,854
Land Reclamation Specialist Trainee	Land Reclamation Specialist I	September 29, 2019	\$2,697
Liability Claims Adjuster Trainee	Liability Claims Adjuster I	September 29, 2019	\$2,487
Management Operations Analyst Trainee	Management Operations Analyst I	September 29, 2019	\$3,023
Medicaid Management Intern	Medicaid Management Analyst	September 29, 2019	\$3,103
Natural Resources Coordinator Trainee	Natural Resources Coordinator	September 29, 2019	\$2,697
Office Occupations Trainee	Account Clerk I	September 29, 2019	\$1,820
Office Occupations Trainee	Data Processing Operator	September 29, 2019	\$1,820

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Office Occupations Trainee	Microfilm Operator I	September 29, 2019	\$1,820
Office Occupations Trainee	Office Aide	September 29, 2019	\$1,739
Office Occupations Trainee	Office Assistant	September 29, 2019	\$1,924
Office Occupations Trainee	Office Associate	September 29, 2019	\$2,036
Office Occupations Trainee	Office Clerk	September 29, 2019	\$1,820
Polygraph Examiner Trainee	Polygraph Examiner I	September 29, 2019	\$3,103
Products and Standards Inspector Trainee	Products and Standards Inspector	September 29, 2019	\$3,057 for Cook, DuPage, Lake, Kane and Will Counties and \$2,854 for all others
Psychology Intern	Psychologist I	September 29, 2019	Minimum of the salary range assigned to the trainee class title
Public Administration Intern	Accountant	September 29, 2019	Minimum of the salary range assigned to the trainee class title
Public Administration Intern	Accountant Supervisor	September 29, 2019	\$3,023

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Public Administration Intern	Administrative Assistant I	September 29, 2019	\$2,876
Public Administration Intern	Administrative Assistant II	September 29, 2019	\$3,182
Public Administration Intern	Agricultural Marketing Representative	September 29, 2019	\$3,023
Public Administration Intern	Assignment Coordinator	September 29, 2019	\$3,271
Public Administration Intern	Business Manager	September 29, 2019	\$3,023
Public Administration Intern	Correctional Casework Supervisor	September 29, 2019	\$3,547
Public Administration Intern	Economic Development Representative I	September 29, 2019	\$2,876
Public Administration Intern	Economic Development Representative II	September 29, 2019	\$3,182
Public Administration Intern	Executive I	September 29, 2019	\$3,023
Public Administration Intern	Executive II	September 29, 2019	\$3,271
Public Administration Intern	Historical Research Specialist	September 29, 2019	\$3,271
Public Administration Intern	Human Resources Representative	September 29, 2019	Minimum of the salary range assigned to the trainee class title

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Public Administration Intern	Human Resources Specialist	September 29, 2019	\$2,547
Public Administration Intern	Human Rights Mediator	September 29, 2019	\$2,876
Public Administration Intern	Human Services Casework Manager	September 29, 2019	\$3,271
Public Administration Intern	Industrial & Community Development Representative I	September 29, 2019	\$2,876
Public Administration Intern	Industrial & Community Development Representative II	September 29, 2019	\$3,182
Public Administration Intern	Internal Security Investigator I	September 29, 2019	\$3,271
Public Administration Intern	Internal Security Investigator II	September 29, 2019	\$3,865
Public Administration Intern	Labor Conciliator	September 29, 2019	\$3,271
Public Administration Intern	Librarian II	September 29, 2019	\$3,023
Public Administration Intern	Management Operations Analyst II	September 29, 2019	\$3,271
Public Administration Intern	Management Systems Specialist	September 29, 2019	\$3,547
Public Administration Intern	Mental Health Administrator I	September 29, 2019	\$3,023

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Public Administration Intern	Public Information Coordinator	September 29, 2019	\$3,023
Public Administration Intern	Public Information Officer III	September 29, 2019	\$3,182
Public Administration Intern	Public Service Administrator	September 29, 2019	\$2,968
Public Administration Intern	Senior Public Service Administrator	September 29, 2019	\$4,090
Public Administration Intern	Staff Development Specialist I	September 29, 2019	\$3,023
Public Administration Intern	Statistical Research Specialist III	September 29, 2019	\$2,876
Public Administration Intern	Statistical Research Supervisor	September 29, 2019	\$3,271
Resident Physician	Medical Administrator I - Option C	September 29, 2019	\$8,013
Resident Physician	Medical Administrator I - Option D	September 29, 2019	\$8,949
Resident Physician	Physician Specialist - Option A	September 29, 2019	\$5,040
Resident Physician	Physician Specialist - Option B	September 29, 2019	\$5,191
Resident Physician	Physician Specialist - Option C	September 29, 2019	\$8,660
Resident Physician	Physician Specialist - Option D	September 29, 2019	\$5,508

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Resident Physician	Physician Specialist - Option E	September 29, 2019	\$10,297
Retirement Benefits Representative Trainee	Retirement Benefits Representative	September 29, 2019	\$2,347
Seed Analyst Trainee	Seed Analyst I	September 29, 2019	\$2,347
Social Worker Intern	Social Worker I	September 29, 2019	Minimum of the salary range assigned to the trainee class title
Student Intern (Other than the Governor's Natural Resources Fellowship Program at DNR)	None	September 29, 2019	Minimum of the salary range assigned to the trainee class title
Student Intern (Governor's Natural Resources Fellowship Program at DNR)	None	September 29, 2019 February 24, 2020	\$2,000 1,600 for Bachelor's degree in plant or animal ecology, botany, forestry, wildlife biology, ecology or environmental zoology and enrolled in Master's program

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Student Worker	None	September 29, 2019	Minimum of the salary range assigned to the trainee class title
Telecommunications Systems Technician Trainee	Telecommunications Systems Technician I	September 29, 2019	\$2,171
Well Inspector Trainee	Well Inspector I	September 29, 2019	\$2,487

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

Section 310.50 Definitions

The following definitions of terms are for purposes of clarification only. They affect the Schedule of Rates (Subpart B), and Negotiated Rates of Pay (Appendix A). Section 310.500 contains definitions of terms applying specifically to the Merit Compensation System.

"Adjustment in Salary" – A change in salary rate occasioned by a previously committed error or oversight, or required in the best interest of the State as defined in Sections 310.80 and 310.90.

"Agency" means an agency (e.g., Department, Board, Commission, etc.) of Illinois State government whose employees are subject to this Part.

"Anticipated Starting Salary" – A position-specific rate or range within the pay grade or salary range assigned to the classification title to which the position being filled is allocated and based on the value of the work to be performed in the position description. The anticipated starting salary is published in the posting of a position opening. When valuing the work to be performed in the position description, agencies, boards and commissions shall consider questions based on the factors located in Section 310.80(e). The factors are: is the valuation consistent with the treatment of other similar situations; is the valuation equitable in view of the particular circumstances; what are the staffing needs and requirements of the employing agency; and are there labor market influences on recruitment for the classification or position. Some of the questions to be considered are: how are others in this title in the agency compensated; how many staff does the position supervise; what is the scope of the position's area of

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

responsibility; is the position similar to positions at other agencies and, if so, how are those employees compensated; what types of subordinates report to the position and how are they compensated; does this position require a license that is difficult to obtain; has the agency unsuccessfully attempted to fill the position and if so, how many times; and if the position has private sector counterparts, how are they compensated? This is a non-exhaustive list of factors and questions for agencies, boards and commissions to consider when developing an anticipated starting salary.

"Bargaining Representative" – The sole and exclusive labor organization (union, chapter, lodge or association) recognized, as noted in an agreement with the State of Illinois, to negotiate for one or more bargaining units and may include one or more locals.

"Bargaining Unit" – The sole and exclusive labor organization that represents and includes at least one position and its appointed employee as specified in a Certification of Representative, Certification of Clarified Unit or corrected certification issued by the Illinois Labor Relations Board as authorized by Sections 6(c) and 9(d) of the Illinois Public Labor Relations Act [5 ILCS 315].

"Base Salary" – A dollar amount of pay specifically designated in the Negotiated Rates of Pay (Appendix A) or Schedule of Rates (Subpart B). Base salary does not include commission, incentive pay, bilingual pay, longevity pay, overtime pay, shift differential pay or deductions for time not worked.

"Bilingual Pay" – The dollar amount per month, or percentage of the employee's monthly base salary, paid in addition to the employee's base salary when the individual position held by the employee has a job description that requires the use of sign language, Braille, or another second language (e.g., Spanish), or that requires the employee to be bilingual.

"Classification" – The classification established by the Department ~~of Central Management Services~~ and approved by the Civil Service Commission based on Section 8a(1) of the Personnel Code [20 ILCS 415] and to which one or more positions are allocated based upon similarity of duties performed, responsibilities assigned and conditions of employment. Classification may be abbreviated to "class" and referred to by its title or title code.

"Class Specification" – The document comprising the title, title code, effective

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

date, distinguishing features of work, illustrative examples of work and desirable requirements.

"Comparable Classes" – Two or more classes that are in the same pay grade.

"Creditable Service" – All service in full or regularly scheduled part-time pay status beginning with the date of initial employment or the effective date of the last salary increase that was at least equivalent to a full step.

"Demotion" – The assignment for cause of an employee to a vacant position in a class in a lower pay grade than the former class.

"Department" or "CMS" means the Department of Central Management Services.

"Differential" – The additional compensation added to the base salary of an employee resulting from conditions of employment imposed on the employee during normal schedule of work.

"Director" means the Director of the Department of Central Management Services.

"Divided Class" – The classification established by Section 8a(1) of the Personnel Code [20 ILCS 415], represented by more than one bargaining unit as certified by the Illinois Labor Relations Board. The divided classes effective February 25, 2020~~March 11, 2019~~ are:

Title	Title Code
Apparel/Dry Goods Specialist III	01233
Bridge Mechanic	05310
Bridge Tender	05320
Civil Engineer I	07601
Civil Engineer II	07602
Civil Engineer III	07603
Clinical Laboratory Associate	08200
Clinical Laboratory Technician I	08215
Clinical Laboratory Technician II	08216
Educator	13100
Educator Aide	13130
Engineering Technician II	13732

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Engineering Technician III	13733
Engineering Technician IV	13734
Heavy Construction Equipment Operator	18465
Highway Maintainer	18639
Highway Maintenance Lead Worker	18659
Housekeeper	19600
Labor Maintenance Lead Worker	22809
Laboratory Assistant	22995
Laboratory Associate I	22997
Laboratory Associate II	22998
Laborer (Maintenance)	23080
Licensed Practical Nurse I	23551
Licensed Practical Nurse II	23552
Maintenance Equipment Operator	25020
Maintenance Worker	25500
Pest Control Operator	31810
Power Shovel Operator (Maintenance)	33360
Property and Supply Clerk II	34792
Property and Supply Clerk III	34793
Public Service Administrator	37015
Silk Screen Operator	41020
Social Service Aide Trainee	41285
Storekeeper I	43051
Storekeeper II	43052
Storekeeper III	43053
Stores Clerk	43060

"Entrance Base Salary" – The initial base salary assigned to an employee upon entering State service.

"Hourly Pay Grade" – The designation for hourly negotiated pay rates is "H".

"In Between Pay Grade" – The designation for negotiated pay rates in between pay grades is ".5".

"In-hire Rate" – An in-hire rate is a minimum rate/step for a class that is above or below the normal minimum of the range or full scale rate, as approved by the Director of [Central Management Services](#) after a review of competitive market starting rates for similar classes or as negotiated between the Director of [Central](#)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~Management Services~~ and a bargaining unit.

"Midpoint Salary" – The rate of pay that is the maximum rate and the minimum rate in the salary range added together divided by two and rounded up or down to the nearest whole dollar.

"Option" – The denotation of directly-related education, experience and/or knowledge, skills and abilities required to qualify for the position allocated to the classification. The requirements may meet or exceed the requirements indicated in the class specification. The following options are for the Public Service Administrator classification and have a negotiated pay grade and/or a broad-banded salary range assigned:

- 1 = General Administration/Business/Marketing/Labor/Personnel
- 2 = Fiscal Management/Accounting/Budget/Internal
Audit/Insurance/Financial
- 2B = Financial Regulatory
- 2C = Economist
- 3 = Management Information System/Data Processing/Telecommunications
- 3J = Java Application Developer
- 3N = Networking
- 4 = Physical Sciences/Environment
- 6 = Health and Human Services
- 6C = Health Statistics
- 6D = Health Promotion/Disease Prevention
- 6E = Laboratory Specialist
- 6F = Infectious Disease
- 6G = Disaster/Emergency Medical Services
- 6H = Illinois Council on Developmental Disabilities Program Specialist
- 6I = Rehabilitation Counseling
- 7 = Law Enforcement/Correctional
- 7A = Special Agent Supervisor
- 8A = Special License – Architect License
- 8B = Special License – Boiler Inspector License
- 8C = Special License – Certified Public Accountant
- 8D = Special License – Federal Communications Commission
License/National Association of Business and Educational Radio

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

- 8E = Special License – Engineer (Professional)
- 8F = Special License – Federal Aviation Administration Medical Certificate/First Class
- 8G = Special License – Clinical Professional Counselor
- 8H = Special License – Environmental Health Practitioner
- 8I = Special License – Professional Land Surveyor License
- 8J = Food Sanitation Certificate/Licensed Dietician
- 8K = Special License – Licensed Psychologist
- 8L = Special License – Law License
- 8N = Special License – Registered Nurse License
- 8O = Special License – Occupational Therapist License
- 8P = Special License – Pharmacist License
- 8Q = Special License – Religious Ordination by Recognized Commission
- 8R = Special License – Dental Hygienist
- 8S = Special License – Social Worker/Clinical Social Worker
- 8T = Special License – Professional Educator License and Administrative Endorsement
- 8U = Special License – Physical Therapist License
- 8V = Special License – Audiologist License
- 8W = Special License – Speech-Language Pathologist License
- 8Y = Special License – Plumbing License
- 8Z = Special License – Special Metrologist Training
- 9A = Special License – Certified Internal Auditor
- 9B = Special License – Certified Information Systems Auditor
- 9C = Special License – Landscape Architect
- 9D = Special License – Certified Real Estate Appraisal License
- 9G = Special License – Registered Professional Geologist License

The following options are for the Senior Public Service Administrator classification and have a negotiated pay grade and/or a broad-banded salary range assigned:

- 1 = General Administration/Business/Marketing/Labor/Personnel
- 2 = Fiscal Management/Accounting/Budget/ Internal Audit/Insurance/Financial
- 2A = Revenue Audit Field Manager

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

- 2B = Financial Regulatory
- 2C = Economist
- 3 = Management Information System/Data Processing/Telecommunications
- 4 = Physical Sciences/Environment
- 5 = Agriculture/Conservation
- 6 = Health and Human Services
- 6H = Developmental Disabilities Program Policy
- 7 = Law Enforcement/Correctional
- 7A = Criminal Investigation Chief
- 8A = Special License – Architect License
- 8B = Special License – Boiler Inspector License
- 8C = Special License – Certified Public Accountant/Certified Internal Auditor/Certified Information Systems Auditor
- 8D = Special License – Dental License
- 8E = Special License – Engineer (Professional)
- 8F = Special License – Clinical Professional Counseling
- 8G = Special License – Geologist License
- 8H = Special License – Environmental Health Practitioner
- 8I = Special License – Illinois Auctioneer License
- 8K = Special License – Licensed Psychologist
- 8L = Special License – Law License (Illinois)
- 8M = Special License – Veterinary Medicine License
- 8N = Special License – Nurse (Registered IL) License
- 8O = Special License – Occupational Therapist License
- 8P = Special License – Pharmacist License
- 8Q = Special License – Nursing Home Administration License
- 8R = Special License – Real Estate Brokers License
- 8S = Special License – Social Worker/Clinical Social Worker
- 8T = Special License – Professional Educator License and Administrative Endorsement
- 8U = Special License – Landscape Architect
- 8Z = Special License – Certified Real Estate Appraisal License

Other classification titles contain an option and the option also may denote differences in the distinguishing features of work indicated in the classification specification. The classification titles containing an option are:

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Children and Family Service Intern, Option 1
Children and Family Service Intern, Option 2
Health Services Investigator II, Option A – General
Health Services Investigator II, Option C – Pharmacy
~~Substance Inspector~~
Juvenile Justice Youth and Family Specialist Option 1
Juvenile Justice Youth and Family Specialist Option 2
Medical Administrator I Option C
Medical Administrator I Option D
Medical Administrator II Option C
Medical Administrator II Option D
Physician Specialist – Option A
Physician Specialist – Option B
Physician Specialist – Option C
Physician Specialist – Option D
Physician Specialist – Option E
Research Fellow, Option B

"Pay Grade" – The numeric designation used for an established set of steps or salary range.

"Pay Plan Code" – The designation used in assigning a specific salary rate based on a variety of factors associated with the position. Pay Plan Codes used in the Pay Plan are:

- B = Negotiated regular pension formula rate for the State of Illinois
- E = Educator title AFSCME negotiated 12-month regular pension formula rate for the State of Illinois
- J = Negotiated regular pension formula rate for states other than Illinois, California or New Jersey
- L = Educator title AFSCME negotiated 12-month alternative pension formula rate for the State of Illinois
- M = Educator title AFSCME negotiated 9-month regular pension formula rate at the Illinois School for the Visually Impaired
- N = Educator title Illinois Federation of Teachers negotiated 9-month regular pension formula rate for the Illinois School for the Deaf

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

- O = Educator title AFSCME negotiated 9-month regular pension formula rate at the Illinois Center for Rehabilitation and Education-Roosevelt
- P = Educator title AFSCME negotiated 12-month maximum-security institution rate for the State of Illinois
- Q = Negotiated alternative pension formula rate for the State of Illinois
- S = Negotiated maximum-security institution rate for the State of Illinois
- U = Negotiated regular pension formula rate for the state of California or New Jersey
- V = Educator title AFSCME negotiated 9-month regular pension formula rate at the Department of Juvenile Justice
- W = Educator title AFSCME negotiated 9-month alternative pension formula rate at the Department of Juvenile Justice
- X = Educator title AFSCME negotiated 9-month maximum security rate at the Department of Juvenile Justice

"Promotion" – The appointment of an employee, with the approval of the agency and the Department of Central Management Services, to a vacant position in a class in a higher pay grade than the former class.

"Reallocation" – A position action in which gradual changes in a single position's assigned duties and responsibilities accumulate and result in the assignment of the position to another class.

"Reclassification" – A position action that occurs subsequent to approval of a new or revised classification by the Civil Service Commission and results in the assignment of a position or positions to a different class.

"Reevaluation" – The assignment of a different pay grade to a class based upon change in relation to other classes or to the labor market.

"Salary Range" – The dollar value represented by Steps 1c through 8 of a pay grade assigned to a class title.

"Satisfactory Performance Increase" – An upward revision in the base salary from

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

one designated step to the next higher step in the pay grade for that class as a result of having served the required amount of time at the former rate with not less than a satisfactory level of competence. (Satisfactory level of competence shall mean work, the level of which, in the opinion of the agency head, is above that typified by the marginal employee.)

"Transfer" – The assignment of an employee to a vacant position having the same pay grade.

"Whole Class" – The classification established by Section 8a(1) of the Personnel Code [20 ILCS 415], represented by no more than one bargaining unit as certified by the Illinois Labor Relations Board and to which no more than one bargaining unit pay grade is assigned.

"Work Year" – That period of time determined by the agency and filed with the Department of ~~Central Management Services~~ in accordance with 80 Ill. Adm. Code 303.300.

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

Section 310.80 Increases in Pay

Except as otherwise provided in this Section, for employees occupying positions in classes that are paid in conformance with the Schedule of Negotiated Rates (Appendix A) and without a negotiated provision in the currently effective bargaining unit agreement, increases shall be granted as follows and will become effective the first day of the pay period following the date of approval:

- a) Satisfactory Performance Increase –
 - 1) Each employee who has not attained Step 8 of the relevant pay grade, and whose level of performance has been at a satisfactory level of competence, shall be successively advanced in pay to the next higher step in the pay grade after one year of creditable service in the same class.
 - 2) A satisfactory performance increase shall become effective on the first day of the month within which the required period of creditable service is reached.

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

- 3) No satisfactory performance increase may be given after the effective date of separation.
- b) Withholding Satisfactory Performance Increase – As an inducement toward attainment of satisfactory level of competence, satisfactory performance increases may be withheld from the employee who has not achieved a satisfactory level of performance. Such action must be supported by:
 - 1) A performance record showing less than satisfactory performance. This must be prepared by the appropriate supervisor, discussed with the employee and approved by the agency head prior to the date the increase would otherwise become effective. The performance record will not be invalidated by refusal of an employee to sign. In such cases, an explanatory comment shall be made on the record by the supervisor. This record will be preserved by the agency.
 - 2) Notice of withholding of satisfactory performance increases to the Department of Central Management Services – It shall be reported upon completion of action required by subsection (b)(1), but not later than the submission of the payroll reflecting the denial of the increase.
 - c) Redetermination – A satisfactory performance increase previously withheld shall be granted when the cause for withholding has been eliminated. Redetermination must be made at least annually. In such cases the increases will be effective the first day of the month following date of approval and will be preceded by the preparation and filing of a Performance Record within the agency indicating the attainment of satisfactory level of competence.
 - d) Other Pay Increases –
 - 1) Promotion –
 - A) Standard Procedures –
 - i) From Other Than Step 8 – Normally, upon promotion, an employee shall be advanced to the lowest step in the targeted pay grade that represents at least a full step increase in the former pay grade. The promotion shall not

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

change the creditable service date if the increase is less than one step for the bargaining unit employees.

- ii) From Step 8 – The employee shall be paid at the lowest step rate in the targeted pay grade that results in an increase equal to at least the dollar difference between Step 7 and Step 8 in the former pay grade. To compute this, add the dollar difference between Step 7 and Step 8 in the former pay grade to the employee's current rate at Step 8 (then include longevity if the employee is receiving an increased rate based on longevity). Then place the employee on the lowest step in the targeted pay grade that is at least equivalent to that amount. Otherwise, when an employee is promoted from Step 8, the employee shall be paid at the lowest step rate in the targeted pay grade that results in an increase equal to at least 3%. To compute this, add 3% to the employee's current rate at Step 8 (then include longevity if the employee is receiving an increased rate based on longevity). Then place the employee on the lowest step in the targeted pay grade that is at least equivalent to that amount. The promotion shall not change the creditable service date if the increase is less than one step for the bargaining unit employees.

- B) Exception – Any deviation is a special salary adjustment (see subsection (e)).

2) Reallocation –

A) Standard Procedures –

- i) From Other Than Step 8 – Normally, upon reallocation, an employee shall be advanced to the lowest step in the targeted pay grade that represents at least a full step increase in the former pay grade.
- ii) From Step 8 – When an employee is reallocated from Step 8, the employee shall be paid at the lowest step rate in the targeted pay grade that results in an increase equal to at

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

least 3%. To compute this, add 3% to the employee's current rate at Step 8 (then include longevity if the employee is receiving an increased rate based on longevity). Then place the employee on the lowest step in the targeted pay grade that is at least equivalent to that amount. The reallocation shall not change the creditable service date for non-bargaining-unit employees or if the increase is less than one step for the bargaining unit employees.

- B) Exception – Any deviation is a special salary adjustment (see subsection (e)).
- 3) Reevaluation – If a higher pay grade is assigned to a class, the employee occupying the position in the class shall be advanced to the lowest step in the new grade that represents an increase in pay. If an employee becomes eligible for a satisfactory performance increase as a result of the reevaluation, a one-step increase will be granted immediately. The reevaluation shall not change the creditable service date if the increase is less than one step for the bargaining unit employees.
- 4) Separation and Subsequent Appointment – Upon separation from a position of a given class and appointment within four calendar days to a position in a higher pay grade, an increase shall be given under the conditions and requirements applicable to promotions (see subsection (d)(1)).
- 5) Reclassification – If the class to which the position is being moved has a higher pay grade, the employee's base salary is advanced to the salary in the new pay grade that represents the least increase in pay. If this new salary is less than the difference between Step 7 and Step 8 in the new pay grade and the employee has been paid the base salary in Step 8 of the previous pay grade for longer than one year, the new salary is advanced one step from the salary in the new pay grade representing the least increase. The reclassification shall not change the creditable service date if the increase is less than one step for the bargaining unit employees.
- e) Adjustment – An employee may receive an upward adjustment in the employee's base salary for the purpose of correcting a previous error, oversight or when the

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

best interest of the agency and the State of Illinois will be served. Adjustments shall have the prior approval of the Director ~~of Central Management Services~~. An adjustment at the time of entrance into State government shall have supporting documentation in the candidate's CMS employment application (CMS-100). In determining the appropriateness of a request for a salary adjustment by an employing agency, the Director ~~of Central Management Services~~ shall consider whether the need for the adjustment is substantial, whether the action is consistent with the treatment of other similar situations, and whether the action is equitable in view of the particular circumstances prompting the request. The ~~Director's~~ ~~Director of Central Management Services'~~ approval of an adjustment at the time of entrance into State government shall be based on the candidate's documented directly-related education and experience exceeding the minimum requirements in the class specification, prior base salary history, staffing needs and requirements of the employing agency, and labor market influences on the recruitment for the position classification or position. The adjustment shall not change the creditable service date if the increase is less than one step for the bargaining unit employees. When a payroll adjustment is made for an AFSCME represented employee covered by the collective bargaining agreement ~~Agreement~~ signed August 21, 2019, upon request, an explanation for the adjustment shall be given to the employee.

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

Section 310.90 Decreases in Pay

Employees other than those whose base salaries are determined by the Schedule of Rates (Subpart B) shall have their salaries reduced only as specified below and shall become effective the first day of the pay period following date of approval:

- a) Demotion for Cause to a Lower Class – Upon demotion, the employee's base salary will be reduced to Step 8 of the pay grade for the lower class if the current base salary is in excess of that pay grade ~~thereof~~, or to the step in the lower pay grade ~~that~~ which provides the salary nearest in amount, but less than, the current base salary, except that an employee demoted during a probationary period following promotion will have the employee's salary reduced to the step in the lower pay grade ~~that~~ which represents the salary had the employee not been promoted, and the employee's previous creditable service date will be restored.
- b) Position Reallocated to a Lower Class – The employee's base salary will be

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

reduced to Step 8 of the lower pay grade, if in excess of that pay grade thereof, or to the step in the lower pay grade nearest in amount to, but in no case more than, the current base salary. However, as provided in Section 8(a) of the Personnel Code [20 ILCS 415], the pay for an employee whose position is reallocated because of loss of duties and responsibilities after the employee's appointment to that such position shall not be required to be lowered to an exact step for a period of one year. When/Where the base salary is identical to an exact step in the lower range, the employee shall be placed on this step with no further reduction required. An employee's creditable service date will not be affected.

- c) Voluntary Reduction to a Lower Class – Upon the voluntary reduction of an employee to a vacant position in a class having a lower pay grade than the class from which the reduction was made, the employee's base salary will be reduced to Step 8 of the lower pay grade if in excess of that pay grade thereof, or to the step in the lower pay grade that which provides the base salary nearest in amount, but less than, the current base salary, except that an employee who voluntarily requests a reduction to a lower class during a probationary period following promotion will have the employee's salary reduced to the step in the pay grade that represents the salary had the employee not been promoted, and the employee's previous creditable service date will be restored. ~~The following is for employees represented by the CU-500 bargaining unit only. The State, if requested, shall supply the employee with form CMS-100B (promotional application). Employees shall be allowed a reasonable period of time to complete the form without loss of pay during normal work hours. The employee shall return the form to the Examining Division, Department of Central Management Services, within the prescribed posting time limits.~~
- d) Assignment of a Lower Pay Grade to a Class – Upon assignment, an employee's base salary will be that step in the new pay grade nearest to, but not greater in amount than, the step being vacated in the former pay grade. The reevaluation shall not change the creditable service date.
- e) Adjustment – An employee may receive a downward adjustment in the employee's base salary for the purpose of correcting a previous error or oversight or when the best interest of the agency and the State of Illinois will be served. Adjustments must have the prior approval of the Director of Central Management Services in writing. In determining the appropriateness of a request for a salary adjustment by an employing agency, the Director of Central Management Services will consider whether the need for the adjustment is substantial, whether

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

the action is consistent with the treatment of other similar situations, and whether the action is equitable in view of the particular circumstances prompting the request. The adjustment shall not change the creditable service date. ~~The following applies to AFSCME employees. When a payroll adjustment is made for an AFSCME represented employee covered by the Agreement signed August 21, 2019, upon request, an explanation for the adjustment shall be given to the employee. Where the State seeks to recoup overpayment to employees, it shall be at no greater rate than 15 percent, consistent with allowed under the Garnishment Laws and subject to the Rules and Regulations of the Office of the Comptroller. However, nothing in this provision precludes the State and employee, upon request of either party, from agreeing to a different payment plan. Should the State assert an overpayment of wages to an employee, the State shall provide written notice of such overpayment to the employee and shall provide an opportunity for the employee to contest the deduction in accordance with the Rules and Regulations of the Office of the Comptroller. Upon request of the employee, the State shall provide documentation and records of the overpayment and deductions.~~

- f) **Reclassification** – If the class to which the position is being moved has a lower pay grade, the employee's base salary will be the salary in the new pay grade nearest to, but not greater than, the employee's former salary. As provided in Section 8(a) of the Personnel Code, the pay for an employee whose position is reclassified shall not be lowered for a period of one year. If the base salary is identical to an exact step in the lower range, the employee shall be placed on this step with no further reduction required. An employee's creditable service date will not be affected.

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

Section 310.100 Other Pay Provisions

- a) **Transfer** – Upon the assignment of an employee to a vacant position in a class with the same pay grade as the class for the position being vacated, the employee's base salary will not be changed. Upon separation from a position in a given class and subsequent appointment to a position in the same pay grade, no increase in salary will be given.
- b) **Entrance Base Salary** – State agencies, boards and commissions shall not seek, request or require a candidate's current wage or salary history. Agencies, boards

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

and commissions shall not use an applicant's current wage or salary history to screen applicants or request or require current wage or salary history information as a condition for being considered for employment or for an offer of employment. Agencies, boards and commissions shall stop the verification of a candidate's current wage or salary history. Each agency, board or commission shall identify any location (website, form or process) where current or past wage or salary is requested and remove the request. If a candidate inadvertently or voluntarily without prompting discloses the candidate's current or past wage or salary, including benefits or other compensation, the agency, board or commission shall not consider or rely on the information in a current or future salary offer and shall disregard the information.

- 1) **Qualifications Only Meet Minimum Requirements** – When a candidate only meets the minimum requirements of the class specification upon entry to State service, an employee's entrance base salary is the in-hire rate or the minimum base salary of the pay grade.
 - 2) **Qualifications Above Minimum Requirements** – If a candidate possesses directly-related education and experience in excess of the minimum requirements of the class specification, the employing agency may offer the candidate an entrance base salary that is not more than 5% above the candidate's current base salary. Any deviation from the 5% maximum is a special salary adjustment (see Section 310.80(e)).
 - 3) **Area Differential** – For positions ~~for which~~^{where} additional compensation is required because of dissimilar economic or other conditions in the geographical area in which the positions are established, a higher entrance step may be authorized by the Director of Central Management Services. Present employees receiving less than the new rate shall be advanced to the new rate.
- c) **Geographical Transfer** – Upon geographical transfer from or to an area for which additional compensation has been authorized, an employee will receive an adjustment to the appropriate salary level for the new geographical area of assignment effective the first day of the month following date of approval.
 - d) **Differential and Overtime Pay** – An eligible employee may have an amount added to the employee's base salary for a given pay period for work performed in excess of the normal requirements for the position and work schedule, as follows:

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

- 1) Shift Differential Pay —~~A) When Contract Contains No Provision — The contracts without a shift differential pay provision are for the RC 036, RC 056, RC 090, RC 184 and VR 706 bargaining units.~~ An employee may be paid an amount in addition to the employee's base salary for work performed on a regularly scheduled second or third shift. The additional compensation will be at a rate and in a manner approved by the Department of Central Management Services. The Director of Central Management Services will approve the manner and rate of this provision after considering the need of the employing agency, the treatment of other similar situations, prevailing practices of other employers, and the equity of the particular circumstances.
 - B) ~~When Contract Contains a Provision — The shift differential pay provision in a contract is located in the Note in the Appendix A Table that exists for the specific bargaining unit. The Appendix A Tables with a shift differential pay provision are D (HR 001), E (RC 020), F (RC 019), G (RC 045), H (RC 006), I (RC 009), J (RC 014), K (RC 023), N (RC 010), O (RC 028), P (RC 029), Q (RC 061), R (RC 042), S (VR 704), V (CU 500), W (RC 062), X (RC 063), Y (RC 063), Z (RC 063) and AA (NR 916).~~
- 2) Overtime Pay —
 - A) Eligibility — The Director of Central Management Services will maintain a list of titles and their overtime eligibility as determined by labor contracts, Federal Fair Labor Standards Act (29 USC 203), or State law or regulations. Overtime shall be paid in accordance with the labor contracts, Federal Fair Labor Standards Act, and State law or regulations.
 - B) Compensatory Time —~~i) When Contract Contains No Provision —~~ Employees who are eligible for compensatory time may request ~~thatsueh~~ time, which may be granted by the agency at its discretion, considering, among other things, its operating needs. Compensatory time shall be taken within the fiscal year it was earned at a time convenient to the employee and consistent with the operating needs of the agency. Compensatory time shall be accrued at the rate in which it is earned (straight time or time and a

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

half), but shall not exceed 120 hours in any fiscal year. Compensatory time approved for non-union employees will be earned after 40 actual work hours in a workweek. Compensatory time not used by the end of the fiscal year in which it was earned shall be liquidated and paid in cash at the rate it was earned. Time spent in travel outside the normal work schedule shall not be accrued as compensatory time except as provided by labor contracts and the Federal Fair Labor Standards Act. At no time are overtime hours or compensatory time to be transferred from one agency to another agency.

- ii) ~~When Represented by AFSCME—If evidence demonstrates that circumstances prevented an employee from receiving a rest period or resulted in a rest period being interrupted, and no alternative time is authorized, the employee shall be entitled to compensatory time. For employees represented by AFSCME except CU-500, accrued compensatory time not used by the end of the fiscal year in which it was earned shall be liquidated and paid in cash at the rate it was earned. Notwithstanding the above, employees who schedule compensatory time off by June 30th of the fiscal year shall be allowed to use the time through August 15th of the subsequent fiscal year. For employees represented by CU-500, hours worked in excess of the established work week but less than forty (40) shall not normally be compensated, provided that for such time so worked, compensatory overtime shall be accrued at the rate equal to the time so worked and compensatory time off shall be granted by the Employer within the fiscal year earned at a time convenient to the employee consistent with the operating needs of the Employer, and if not so granted or taken, accrued compensatory time shall be liquidated in cash before the end of the fiscal year in which earned. Notwithstanding the above, employees who schedule compensatory off by June 1st of the fiscal year shall be allowed to use such time through August 1st of the following fiscal year. Employees who earn compensatory time after June 1st shall be allowed to use such compensatory time through August 15th of the subsequent~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~fiscal year. Employees who receive an unpaid lunch period and are required to work at their work assignments during such period and who are not relieved, shall have such time counted as hours worked for the purposes of Section 2 below and shall be compensated at the appropriate compensatory straight or overtime rate, whichever may be applicable. Where it is currently the practice, whenever only one (1) Lieutenant is scheduled to work a particular shift, if the Lieutenant is not able to be relieved, a paid lunch shall be granted. The "purposes of Section 2 below" is being clarified with AFSCME.~~

- 3) Incentive Pay – An employee may be paid an amount in addition to the employee's base salary for work performed in excess of the normal work standard as determined by agency management. The additional compensation shall be at a wage rate and in a manner approved by the Director of Central Management Services. The Director of Central Management Services will approve the manner and rate of this provision after considering the need of the employing agency, the treatment of other similar situations, prevailing practices of other employers, and the equity of the particular circumstances.
- 4) Temporary Assignment Pay –
 - A) When Assigned to a Higher-Level Position Classification – ~~i)When Contract Contains No Provision~~ – A bargaining unit employee may be temporarily assigned to a bargaining unit position in a position classification having a higher pay grade and shall be eligible for temporary assignment pay. To be eligible for temporary assignment pay, the employee must be directed to perform the duties that distinguish the higher-level position classification and be held accountable for the responsibility of the higher classification. Employees shall not receive temporary assignment pay for paid days off except if the employee is given the assignment for 30 continuous days or more, the days off fall within the period of time and the employee works 75% of the time of the temporary assignment. Temporary assignment pay shall be calculated as if the employee received a promotion (see Section 310.80(d)(1)) into the higher pay grade. In no event is the

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

temporary assignment pay to be lower than the minimum rate of the higher pay grade or greater than the maximum rate of the higher pay grade.

ii) ~~When Represented by AFSCME—If the employee who has been temporarily assigned is selected for the posted vacancy, the employee shall have the employee's creditable service date adjusted to reflect the first date on which the employee was temporarily assigned without interruption. The uninterrupted time in a temporary assignment shall be credited in determining semi-automatic promotions, if the employee successfully performed the duty or duties which distinguish the position to which the employee has been temporarily assigned. When an employee in a position allocated to the Public Service Administrator title represented by an AFSCME bargaining unit is temporarily assigned to a non-bargaining unit position, the time frames shall not exceed nine months, unless mutually agreed otherwise. For other titles, the time limits for temporarily filling a position classification are in terms of work days or calendar months. The time limit herein may be extended by mutual agreement of the parties. The time limits are: While the Employer posts and fills a job vacancy for a period of 60 days from the date of posting; While an absent regular incumbent is utilizing sick leave, or accumulated time (vacation, holidays, personal days); Up to 30 work days in a six calendar month period while a regular incumbent is on disciplinary suspension or layoff; While a regular incumbent is attending required training classes; Up to six months while a regular incumbent is on any illness or injury, Union or jury leave of absence. Extension shall not be unreasonably denied; and Up to 90 work days in a 12 month period for other leaves, or where there is temporary change in work load, or other reasonable work related circumstances. Extension shall not be unreasonably denied.~~

B) When Required to Use Second Language Ability – Employees who are bilingual or have the ability to use sign language, Braille, or another second language (e.g., Spanish) and whose job

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

descriptions do not require that they do so shall be paid temporary assignment pay when required to perform duties requiring the ability. The temporary assignment pay received is prorated based on 5% or \$100 per month, whichever is greater, in addition to the employee's base rate.

- C) ~~When Required to Apply Chemical Manually and Represented By Teamsters RC 019—Employees represented by RC 019 and appointed to the Highway Maintainer title who are required to perform duties of manual chemical application which require proper certification in chemical spraying shall receive \$1.00 an hour over their base pay during the time they are applying the chemical.~~

- 5) ~~Travel for Required Training—~~
 - A) ~~When Represented by American Federation of State, County and Municipal Employees (AFSCME)—When an employee is in a position represented by an AFSCME bargaining unit, overtime shall be paid to the employee required to travel for training, orientation, or professional development when travel is in excess of the employee's normal commute and outside the employee's normal work hours. Where current practice exists, the employee who is paid overtime for travel during the employee's normal commute time outside normal work time, the practice shall continue.~~

 - B) ~~When represented by Illinois Federation of Public Employees (IFPE) RC 029—When an employee is in a position represented by IFPE RC 029 and in the Department of Agriculture, time spent traveling from an employee's residence to and/or from a work site in Cook, Will, Lake, DuPage, McHenry and Kane Counties is not considered work time except when an employee is required to travel in excess of 20 miles one way or 25 minutes as measured from the employee's official headquarters in which case the miles in excess of 20 miles or minutes in excess of 25 minutes will be considered work time. The workday shall commence at the time of the pre-trip inspection for employees assigned to drive vehicles that require a commercial driver's license.~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

- e) Out-of-State Assignment – Employees who are assigned to work out-of-state on a temporary basis may receive an appropriate differential during the period of the assignment, as approved by the Director ~~of Central Management Services~~. The Director ~~of Central Management Services~~ will approve the manner and rate of this provision after considering the need of the employing agency, the treatment of other similar situations, prevailing practices of other employers, and the equity of the particular circumstances.
- f) ~~Equivalent Earned Time – Employees shall retain their equivalent earned time upon their positions' representation by an American Federation of State, County and Municipal Employees bargaining unit. The use of the equivalent earned time is approved by supervisors, prior to other benefit time excluding sick and personal business leave, in increments of 15 minutes after the initial use of one-half hour, and granted under the same criteria as vacation time. Employees may substitute equivalent earned time for sick leave in accordance to sick leave policies and procedures.~~
- fg) Part-Time Work – Part-time employees whose base salary is other than an hourly or daily basis shall be paid on a daily basis computed by dividing the annual rate of salary by the total number of work days in the year.
- gh) Lump Sum Payment – Lump sum payment shall be provided for accrued vacation, sick leave, and unused compensatory overtime at the current base rate to those employees separated from employment under the Personnel Code. Leaves of absence and temporary layoff (per 80 Ill. Adm. Code 302.510) are not separations and therefore lump sum cannot be given in these transactions. Method of computation is explained in Section 310.70(a).
- AGENCY NOTE – The method to be used in computing the lump sum payment for accrued vacation, sick leave and unused compensatory overtime payment for an incumbent entitled to shift differential during the employee's regular work hours will be to use the employee's current base salary plus the shift differential pay. Sick leave earned prior to January 1, 1984 and after December 31, 1997 is not compensable. Sick leave earned and not used between January 1, 1984 and December 31, 1997 will be compensable at the current base daily rate times one-half of the total number of compensable sick days.
- hi) Salary Treatment Upon Return From Leave –

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

- 1) An employee returning from Military Leave (80 Ill. Adm. Code 302.220 and 303.170), Peace Corps Leave (80 Ill. Adm. Code 302.230), Service-Connected Disability Leave (80 Ill. Adm. Code 303.135), Educational Leave (80 Ill. Adm. Code 302.215), Disaster Service Leave With Pay (80 Ill. Adm. Code 303.175), Disaster Service Leave With Pay – Terrorist Attack (80 Ill. Adm. Code 303.176), Family Responsibility Leave (80 Ill. Adm. Code 303.148), ~~leave~~Leave to accept a temporary, emergency, provisional, exempt (80 Ill. Adm. Code 303.155) or trainee position, ~~leave~~Leave to serve in domestic peace or job corps (80 Ill. Adm. Code 302.230) or leave to serve in an interim assignment will be placed on the step that reflects satisfactory performance increases to which the employee would have been entitled during the employee's period of leave. Creditable service date will be maintained.
 - 2) An employee returning to the employee's former pay grade from any other leave (not mentioned in subsection (i)(1)) of over 14 days will be placed at the step on which the employee was situated prior to the employee's leave, and the employee's creditable service date will be extended by the duration of the leave.
- ~~ij~~) Salary Treatment Upon Reemployment –
- 1) Upon the reemployment of an employee in a class with the same pay grade as the class for the position held before layoff, the employee will be placed at the same salary step as held at the time of the layoff, and the employee's creditable service date will be adjusted to reflect that time on layoff does not count as creditable service time.
 - 2) Upon the reemployment of an employee in a class at a lower salary range than the range of the class for the position held before layoff, the employee will be placed at the step in the lower pay grade that provides the base salary nearest in amount to, but less than, the current value of the step held at the time of layoff, and the employee's creditable service date will be adjusted to reflect that time on layoff does not count as creditable service time.
- ~~jk~~) Reinstatement –

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

- 1) For Former State Employees Subject to the Personnel Code Who Had Intervening Employment Outside of State Government – For former State employees subject to the Personnel Code who had intervening employment outside of State government shall be paid under the conditions and requirements applicable to entrance base salary (see subsection (b)).
 - 2) For Former State Employees Subject to the Personnel Code Who Had No Intervening Employment or Only Had Intervening State Government Employment – For former State employees subject to the Personnel Code who had no intervening employment or only had intervening State government employment, the salary upon reinstatement should not provide more than a 5% increase over the candidate's current base salary or exceed the current value of the salary step held in the position ~~for which~~ where previously certified without prior approval by the Director ~~of Central Management Services~~. In no event is the resulting salary to be lower than the minimum rate or higher than the maximum rate of the pay grade. Any deviation from the 5% maximum, except when the resulting salary is the minimum rate of the pay grade, is a special salary adjustment (see Section 310.80(e)).
- k1) Longevity Pay or Longevity Step and Bonus ~~—1)When Contract Contains No Provision – The contracts without a longevity pay provision are for the HR 001, RC 019, RC 020, RC 090 and RC 184 bargaining units.~~ The Step 8 rate shall be increased by \$25 per month for those employees who have attained 10 years of service and have three years of creditable service on Step 8 in the same pay grade. The Step 8 rate shall be increased by \$50 per month for those employees who have attained 15 years of service and have three years of creditable service on Step 8 in the same pay grade.
- 2) ~~When Contract Contains a Provision – The longevity pay or longevity step and bonus provision in a contract is located in the Note in the Appendix A Table that exists for the specific bargaining unit. The Appendix A Tables with a longevity pay provision are A (RC 104), B (VR 706), C (RC 056), G (RC 045), H (RC 006), I (RC 009), J (RC 014), K (RC 023), N (RC 010), O (RC 028), P (RC 029), Q (RC 061), R (RC 042), S (VR 704), V (CU 500), W (RC 062), X (RC 063), Y (RC 063), Z (RC 063), AA (NR 916) and AC (RC 036).~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

- ~~l~~m) Bilingual Pay – Individual positions whose job descriptions require the use of sign language, Braille, or another second language (e.g., Spanish) shall receive 5% or \$100 per month, whichever is greater, in addition to the employee's base rate.
- n) ~~Maximum Security Rates — An employee represented by an AFSCME bargaining unit with seven or more years of continuous service with the Departments of Corrections and Juvenile Justice who is currently employed at Department of Corrections or Juvenile Justice maximum security institution shall be placed on the maximum security schedule as long as they remain an employee at a maximum security facility. Maximum Security rates are denoted by Pay Plan Codes P and S (defined in Section 310.50).~~

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

Section 310.130 Effective Date

This Pay Plan Narrative (Subpart A), Schedule of Rates (Subpart B), Merit Compensation System (Subpart C), Negotiated Rates of Pay (Appendix A), Merit Compensation System Salary Schedule (Appendix D), and Broad-Band Pay Range Classes Salary Schedule (Appendix G) shall be effective for Fiscal Year ~~2021~~2020.

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

SUBPART B: SCHEDULE OF RATES

Section 310.210 Prevailing Rate

- a) Classes – The following are prevailing rate classes:

Baker	Plasterer
Barber	Plumber
Beautician	Roofer
Brickmason	Sewage Plant Operator
Carpenter	Sign Painter
Carpenter Foreman	Sign Painter Helper
Cement Finisher	Stationary Engineer
Electrician	Stationary Engineer – Assistant Chief
Highway Construction Equipment Operator	Stationary Engineer – Chief
Laborer	Stationary Fireman

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Laborer (Building)	Steamfitter
Laborer Foreman	Teacher of Barbering
Machinist	Teacher of Beauty Culture
Maintenance Worker (Power Plant)	Tinsmith
Painter	Trades Tender
Painter Foreman	Water Plant Operator

- b) Boiler Safety Specialist – This section shall apply to employees occupying positions in the Boiler Safety Specialist class that are represented by the RC-008 bargaining unit (see Appendix A, Table L).
- c) Rate Certification Process and Effective Date – Prevailing rate means the rate of pay for each class and locality certified as being correct by the designated representative of the respective bargaining unit or representative and approved by the Director of ~~Central Management Services~~ or as established under the Prevailing Wage Act [820 ILCS 130]. Copies of signed agreements between contractors or other employers and the respective bargaining unit or representative shall be certified to the Department of ~~Central Management Services (CMS)~~ for each fiscal year of the State by the following process: The designated representative of the respective bargaining unit or representative shall certify to CMS or its designee copies of signed agreements between contractors or other employers and the respective bargaining unit or representative. These certified agreements and accompanying CMS Prevailing Wage Certification Form shall be considered adequate proof of the prevailing rate of wages to be paid, minus the per hour costs of fringe benefits so designated by the 2015-2019 Collective Bargaining Agreement (CBA), if any, in keeping with past practice. CMS adjusts the wages, retroactive to the effective date reflected in the certified agreements. Certifications from the bargaining unit or representative include a copy of the signed agreements and the CMS Prevailing Wage Certification Form. The effective dates of wage changes are the effective dates reflected in the certified agreements.
- d) Pension Formula Adjustment – Effective January 1, 2006, employees shall be paid an additional 4.00% above the prevailing rate of wages for employees on the standard pension formula and 5.5% above the prevailing rate of wages for employees on the alternative pension formula, minus the per hour costs of fringe benefits. Employees newly hired into a prevailing rate class on or after December 1, 2013 shall be paid the appropriate prevailing rate and shall not be eligible for this pension formula adjustment unless otherwise agreed to by the union

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

representative and the Director ~~of Central Management Services.~~

- e) Maximum Security Rates – Positions in maximum security institutions shall receive a \$50 a month adjustment to the employee's monthly wages for all employees with seven or more years of continuous service with the Department of Corrections. Employees shall receive the adjustment as long as they remain employees at a maximum security facility.
- f) ~~Merit Incentive (including Time Off Awards) and Gain Sharing Programs—The bargaining unit or representative and State agree to develop and implement a merit incentive program to reward and incentivize high performing employees, or a group's/unit's performance. As a part of these efforts, the State shall allocate funds for payout to those individuals deemed high performers or for a group's/unit's level of performance for the specific group/unit. Payment from the allocated funds is based on the satisfaction of performance standards to be developed by the State in consultation with the bargaining unit or representative. This compensation, either for a group/unit or an individual, shall be considered a onetime bonus and offered only as a non pensionable incentive. Any employee who accepts merit pay compensation does so voluntarily and with the knowledge and on the express condition that the merit pay compensation is not included in any pension calculations and does not affect any future calculations regarding the prevailing wage rate. As a part of these efforts, the State may reward individual high performing employees with time off awards. High performing employees may earn up to five days of additional time off in a calendar year, above and beyond the employee's accrued vacation time. Issuance of a time off award is based on the satisfaction of performance standards to be developed by the State in consultation with the bargaining unit or representative. Scheduling the time off requires supervisory approval. Only a non bargaining unit supervisor can reward an employee with a time off award. Time off awards can be issued by any non bargaining unit supervisor in the employee's evaluation chain. Time off awards, when taken by the employee, do not count against the employee's leave bank. Unused time off awards shall not convert to a cash payout. The hourly value of the time off awards shall not be used in any calculation for future wages under the provisions of the Prevailing Wage Act. Additionally, as a part of overall efforts to improve efficiency of State operations and align the incentives of the State with its employees, the State may develop gain sharing programs. Under these programs, employees or departments may propose initiatives that would achieve substantial savings for the State. Upon realization of these savings, the State may elect to return a portion of these savings to the employees who participated in the~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~identified initiative. This compensation, either for a group/unit or an individual, shall be considered a one-time bonus and offered only as a non-pensionable incentive. Any employee who accepts merit pay compensation does so voluntarily and with the knowledge and on the express condition that the merit pay compensation is not included in any pension calculations. The State develops specific policies for both of these programs and gives the bargaining unit or representative an opportunity to review and comment on these policies prior to their implementation. The State's intent is to develop policies that reward employees or units of employees based on specific achievements and to prevent rewards that are influenced by favoritism, politics, or other purely subjective criteria. Compliance with the policies for both of these programs shall be subject to the grievance and arbitration procedure. Rights exercised by the State under Section 4 of the Illinois Public Labor Relations Act [5 ILCS 3-15], 80 Ill. Adm. Code 301 through 331, and the 2015-2019 CBA are subject to all the terms of that CBA. However, it is understood that compensation payable pursuant to merit incentive and gain sharing programs shall be performance-based only. Moreover, an employee's failure or refusal to participate in these programs may not be grounds for any form of discipline. The bargaining unit or representative and State understand that the Merit Incentive Program is effective after the Department of Central Management Services and the bargaining unit or representative mutually agree to its process and procedures.~~

- 1) ~~FY2018 Merit Incentive Program—The State and bargaining unit or representative have agreed to the terms of a 2015-2019 CBA. The CBA states that public employees represented by the bargaining unit or representative shall participate in a merit incentive program which includes earning merit pay and additional time off. Employees shall be active on payroll for at least 3 months of the evaluation period to be eligible for merit pay and additional time off. To identify high performers in the bargaining unit or representative, each employee shall be rated annually on criteria specific to the classification to which the position the employee is appointed is allocated. Employees active on payroll more than 3 months of the evaluation period but less than the entire evaluation period shall have any merit pay and additional time off rewards pro-rated to the ration of time worked during the evaluation period.~~
- A) ~~Merit Pay—The performance bonus pool shall be 2% of the annual (fiscal year) base payroll costs for the bargaining unit or representative effective July 1, 2017. All monies paid out as merit~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~pay shall be considered a one-time and non-pensionable bonus. Employees who have retired or terminated service with the State prior to payout of the merit pay for a fiscal year shall not receive a payout for that fiscal year. The bargaining unit or representative shall be furnished with a list of employees receiving merit pay each year detailing the employing agency and amounts paid.~~

- ~~i) For Limited Undocumented Use of Sick Leave and No Work Violation—Employees who do not utilize more than 56 hours, 28 hours per 6 month period, of undocumented use of sick leave and commit no work policy violation during the evaluation period shall be eligible for 50% of the performance bonus pool.~~
 - ~~ii) For Satisfactory Rating—Employees who receive a satisfactory rating, defined by a score of 3 in the evaluation, in all categories within the job knowledge and productivity section shall be eligible for the remaining 50% of the performance bonus pool.~~
- ~~B) Additional Time Off—The additional time off shall be scheduled and used in the calendar year it is received with the following exception. If an employee has made at least 3 requests each for different time periods to use the additional time off and each request is denied, the employee may carry over the additional time off to the next calendar year. Additional time off rewarded under the merit incentive program shall not be subject to liquidation for any reason.~~
- ~~i) For Limited Undocumented Use of Sick Leave and No Work Violation—Employees who do not utilize more than 56 hours, 28 hours per 6 month period, of undocumented use of sick leave and commit no work policy violation during the review period shall be rewarded with 12 hours additional time off with pay.~~
 - ~~ii) For Satisfactory Rating—Employees who receive a satisfactory rating, defined by a score of 3 in the evaluation, in all categories within the job knowledge and productivity~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~section shall be rewarded with 8 hours additional time off with pay.~~

- iii) ~~For Other Reasons—Additional time off rewards may be granted to employees for reasons including: exceptional performance producing a distinct positive outcome; identifying solutions to significant operational issues; or providing exceptional customer service. The rewards shall be approved by a non bargaining unit or non bargaining representative supervisor in the employee's evaluation chain. The bargaining unit or representative shall receive notice of all recipients of additional time off as well as the reason for the reward and the amount of time rewarded. The same information shall be posted in the workplace.~~
- 2) ~~FY2019 Merit Incentive Program—The parameters of the merit incentive program for FY2019 will be further refined by mutual agreement of the State and bargaining unit or representative.~~

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

Section 310.220 Negotiated Rate

- a) Rates by Geographic Area, Agency or Agency Area – The rate of pay for a class in any specific area or agency, or in a specific area for an agency, is established and approved by the Director of Central Management Services after having conducted negotiations for this purpose, or as certified as being correct and reported to the Director of Central Management Services by the Director of the Illinois Department of Labor for designated classifications.
- b) Rates for Positions Excluded from Bargaining Unit Representation – An employee occupying a position in a class normally subject to contract, but whose position is excluded from the bargaining unit, shall be assigned to the Merit Compensation System (Subpart C) and receive the rates, within the Merit Compensation System Salary Schedule (Appendix D) based on the salary range assigned to the classification title in Section 310.410 or within the Broad-Band Pay Range Classes Salary Schedule (Appendix G) based on the salary range assigned to the classification title.

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

- c) Rates for Higher Duties – As provided in certain collective bargaining agreements, an employee may be paid at an appropriate higher rate when assigned to perform the duties of a higher level position. Eligibility for and the amount of this pay will be as provided in the contract.
- d) Promotion from Step 8 – The employee shall be paid as provided in Section 310.80(d)(1)(A)(ii).
- e) To Locate Rates – The negotiated rates of pay for classifications in specified operating agencies, in specified agency facilities or with specified duties shall be as indicated in Appendix A, unless the rates are red-circled.
- f) Red-Circled Rates – Red-circled rates are the negotiated or arbitrator assigned base salaries not otherwise on a step in the pay grade assigned to a classification or in the Pay Plan. The base salaries may be above the pay grade's maximum base salary or between two base salaries on consecutive steps. An employee who takes a position in a Trainee Program ([see](#) 80 Ill. Adm. Code 302.170) classification that represents a reduction when comparing classifications ([see](#) Section 310.45) shall receive the higher amount of either the in-hire rate or the base salary red-circled at the amount of the former classification. Upon completion of a trainee period, the employee who is promoted to a targeted title shall receive the rate on a step that results in a minimum of one dollar increase based on the difference between the two steps, which the red-circled rate is between, added to the red-circled rate. If through negotiation of a classification assignment to a pay grade where the base salary exceeds Step 8, the base salary shall be red-circled at its current rate and may receive contractual adjustments. ~~For AFSCME-represented employees who are currently red-circled, due to a prior layoff, on a step lower than Step 8, upon becoming eligible for a step increase that would result in an increase above their current red-circled rate of pay, inclusive of Maximum Security Pay, in their current title, the employee receives the step increase and subsequently no longer is red-circled or receives Maximum Security Pay.~~

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

Section 310.280 Designated Rate

- a) Requirements – The rate of pay for a specific position or class of positions excluded from the other requirements of this Pay Plan shall be only as designated

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

by the Governor. A designated rate is the fixed rate of pay assigned usually to one position within a position classification. The fixed rate is above the maximum of the salary range assigned to the position classification. The fixed rate is the value the employing agency determines for the uniquely combined position and employee or the candidate recruited to be the employee. A designated rate may be assigned to a position classification and, therefore, all positions within the position classification. The establishment of or change to a designated rate requires a request from the head of the employing agency to the Director of ~~Central Management Services~~.

- b) Request from the Head of the Employing Agency – The request from the employing agency head shall explain the unique nature of the employee's education and experience combined with the position's scope, responsibility, and reporting that warrant the requested designated rate, how the requested designated rate was determined, and the requested effective date. The employing agency shall attach to the request the current position description (CMS-104) and the candidate's or employee's current State employment or promotional employment application (CMS-100 or CMS-100B).
- c) Review and Approval – The Director of ~~Central Management Services~~ shall review the requested designated rate by comparing the value given to other positions and employees in the employing agency, the State, and other states when available. Following the review, the Director of ~~Central Management Services~~ shall seek the Governor's approval for the designated rate and its effective date.
- d) Employee Payment – When the rate is approved, this Section shall be amended to include the approved designated rate. Once amended, the employing agency shall pay the employee the designated rate retroactively to the effective date approved by the Governor.

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

SUBPART C: MERIT COMPENSATION SYSTEM

Section 310.410 Jurisdiction

The Merit Compensation System shall apply to classes of positions, or positions excluded from bargaining unit representation, designated below and Broad-Band classes in Appendix G. In

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

addition, the classes are listed in the ALPHABETIC INDEX OF POSITION TITLES. Also see Section 310.495 for the application of the Merit Compensation System for those Broad-Band titles listed with their salary ranges in Appendix G.

Title	Title Code	Salary Range
Account Clerk I	00111	MS-03
Account Clerk II	00112	MS-04
Account Technician I	00115	MS-07
Account Technician II	00116	MS-09
Account Technician Trainee	00118	MS-04
Accountant	00130	MS-11
Accountant Advanced	00133	MS-14
Accountant Supervisor	00135	MS-19
Accounting and Fiscal Administration Career Trainee	00140	MS-09
Activity Program Aide I	00151	MS-04
Activity Program Aide II	00152	MS-05
Activity Therapist	00157	MS-12
Activity Therapist Coordinator	00160	MS-16
Activity Therapist Supervisor	00163	MS-23
Actuarial Assistant	00187	MS-14
Actuarial Examiner	00195	MS-14
Actuarial Examiner Trainee	00196	MS-10
Actuarial Senior Examiner	00197	MS-21
Actuary I	00201	MS-23
Actuary II	00202	MS-31
Actuary III	00203	MS-33
Administrative Assistant I	00501	MS-16
Administrative Assistant II	00502	MS-21
Administrative Services Worker Trainee	00600	MS-02
Agricultural Executive	00800	MS-23
Agricultural Land and Water Resources Supervisor	00811	MS-25
Agricultural Market News Assistant	00804	MS-09
Agricultural Marketing Reporter	00807	MS-19
Agricultural Marketing Representative	00810	MS-19
Agriculture Land and Water Resource Specialist I	00831	MS-11
Agriculture Land and Water Resource Specialist II	00832	MS-16
Agriculture Land and Water Resource Specialist III	00833	MS-23
Aircraft Dispatcher	00951	MS-09

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Aircraft Lead Dispatcher	00952	MS-11
Aircraft Pilot I	00955	MS-21
Aircraft Pilot II	00956	MS-28
Aircraft Pilot II – Dual Rating	00957	MS-29
Amusement Ride Safety Inspector	01061	MS-14
Animal and Animal Products Investigator	01072	MS-11
Animal and Animal Products Investigator Trainee	01075	MS-09
Apiary Inspector	01215	MS-03
Apparel/Dry Goods Specialist I	01231	MS-04
Apparel/Dry Goods Specialist II	01232	MS-05
Apparel/Dry Goods Specialist III	01233	MS-10
Appraisal Specialist I	01251	MS-11
Appraisal Specialist II	01252	MS-14
Appraisal Specialist III	01253	MS-19
Appraisal Specialist Trainee	01255	MS-09
Arbitrator	01401	MS-33
Architect	01440	MS-28
Arson Investigations Trainee	01485	MS-12
Arson Investigator I	01481	MS-15
Arson Investigator II	01482	MS-20
Arts Council Associate	01523	MS-09
Arts Council Program Coordinator	01526	MS-19
Arts Council Program Representative	01527	MS-12
Assignment Coordinator	01530	MS-23
Assistant Automotive Shop Supervisor	01565	MS-11
Assistant Reimbursement Officer	02424	MS-05
Audio Visual Technician I	03501	MS-04
Audio Visual Technician II	03502	MS-06
Auto and Body Repairer	03680	MS-13
Automotive Attendant I	03696	MS-03
Automotive Attendant II	03697	MS-03
Automotive Mechanic	03700	MS-13
Automotive Parts Warehouse Specialist	03734	MS-11
Automotive Parts Warehouse	03730	MS-11
Automotive Shop Supervisor	03749	MS-18
Bank Examiner I	04131	MS-14
Bank Examiner II	04132	MS-21

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Bank Examiner III	04133	MS-28
Behavioral Analyst Associate	04355	MS-12
Behavioral Analyst I	04351	MS-16
Behavioral Analyst II	04352	MS-21
Blasting Expert	04720	MS-27
Blasting Specialist	04725	MS-25
Blasting Supervisor	04730	MS-29
Boat Safety Inspection Supervisor	04850	MS-22
Boiler Safety Audit Specialist	04900	MS-30
Boiler Safety Specialist	04910	MS-26
Breath Alcohol Analysis Technician	05170	MS-15
Bridge Mechanic	05310	MS-17
Bridge Tender	05320	MS-18
Building Construction Inspector I	05541	MS-18
Building Construction Inspector II	05542	MS-20
Building Services Worker	05616	MS-05
Building/Grounds Laborer	05598	MS-08
Building/Grounds Lead I	05601	MS-10
Building/Grounds Lead II	05602	MS-12
Building/Grounds Maintenance Worker	05613	MS-09
Building/Grounds Supervisor	05605	MS-12
Business Administrative Specialist	05810	MS-14
Business Manager	05815	MS-19
Buyer	05900	MS-19
Buyer Assistant	05905	MS-07
Cancer Registrar I	05951	MS-11
Cancer Registrar II	05952	MS-14
Cancer Registrar III	05953	MS-23
Cancer Registrar Assistant Manager	05954	MS-27
Cancer Registrar Manager	05955	MS-31
Canine Specialist	06500	MS-20
Capital Development Board Account Technician	06515	MS-08
Capital Development Board Art In Architecture Technician	06533	MS-09
Capital Development Board Construction Support Analyst	06520	MS-08
Capital Development Board Media Technician	06525	MS-11
Capital Development Board Project Technician	06530	MS-09
Cartographer III	06673	MS-28

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Chaplain I	06901	MS-14
Chaplain II	06902	MS-21
Check Issuance Machine Operator	06920	MS-06
Check Issuance Machine Supervisor	06925	MS-08
Chemist I	06941	MS-14
Chemist II	06942	MS-21
Chemist III	06943	MS-25
Child Development Aide	07184	MS-07
Child Protection Advanced Specialist	07161	MS-21
Child Protection Associate Specialist	07162	MS-14
Child Protection Specialist	07163	MS-19
Child Support Specialist I	07198	MS-14
Child Support Specialist II	07199	MS-16
Child Support Specialist Trainee	07200	MS-09
Child Welfare Administrative Case Reviewer	07190	MS-28
Child Welfare Advanced Specialist	07215	MS-21
Child Welfare Associate Specialist	07216	MS-14
Child Welfare Court Facilitator	07196	MS-28
Child Welfare Nurse Specialist	07197	MS-22
Child Welfare Senior Specialist	07217	MS-28
Child Welfare Specialist	07218	MS-19
Child Welfare Staff Development Coordinator IV	07204	MS-28
Children and Family Service Intern, Option 1	07241	MS-09
Children and Family Service Intern, Option 2	07242	MS-12
Civil Engineer I	07601	MS-22
Civil Engineer II	07602	MS-26
Civil Engineer III	07603	MS-30
Civil Engineer IV	07604	MS-31
Civil Engineer Trainee	07607	MS-16
Clerical Trainee	08050	MS-01
Clinical Laboratory Associate	08200	MS-05
Clinical Laboratory Phlebotomist	08213	MS-04
Clinical Laboratory Technician I	08215	MS-07
Clinical Laboratory Technician II	08216	MS-09
Clinical Laboratory Technologist I	08220	MS-19
Clinical Laboratory Technologist II	08221	MS-21
Clinical Laboratory Technologist Trainee	08229	MS-11

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Clinical Pharmacist	08235	MS-32
Clinical Psychologist	08250	MS-29
Clinical Psychology Associate	08255	MS-19
Clinical Services Supervisor	08260	MS-31
Commerce Commission Police Officer I	08451	MS-18
Commerce Commission Police Officer II	08452	MS-22
Commerce Commission Police Officer Trainee	08455	MS-10
Commerce Commission Police Sergeant	08457	MS-24
Commodities Inspector	08770	MS-08
Communications Dispatcher	08815	MS-06
Communications Equipment Technician I	08831	MS-16
Communications Equipment Technician II	08832	MS-21
Communications Equipment Technician III	08833	MS-23
Communications Systems Specialist	08860	MS-29
Community Management Specialist I	08891	MS-12
Community Management Specialist II	08892	MS-16
Community Management Specialist III	08893	MS-21
Community Planner I	08901	MS-12
Community Planner II	08902	MS-16
Community Planner III	08903	MS-21
Compliance Officer	08919	MS-11
Computer Evidence Recovery Specialist	08980	MS-32
Conservation Education Representative	09300	MS-09
Conservation Grant Administrator I	09311	MS-19
Conservation Grant Administrator II	09312	MS-23
Conservation Grant Administrator III	09313	MS-28
Conservation Police Lieutenant	09339	MS-23
Conservation Police Officer I	09341	MS-18
Conservation Police Officer II	09342	MS-19
Conservation Police Officer Trainee	09345	MS-06
Conservation Police Sergeant	09347	MS-22
Conservation/Historic Preservation Worker	09317	MS-01
Construction Program Assistant	09525	MS-09
Construction Supervisor	09560	MS-14
Contract Specialist I	09566	MS-08
Contract Specialist II	09567	MS-11
Contract Specialist III	09568	MS-14

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Cook I	09601	MS-04
Cook II	09602	MS-07
Correctional Casework Supervisor	09655	MS-25
Correctional Counselor I	09661	MS-12
Correctional Counselor II	09662	MS-16
Correctional Counselor III	09663	MS-21
Correctional Lieutenant	09673	MS-24
Correctional Officer	09675	MS-11
Correctional Officer Trainee	09676	MS-08
Correctional Sergeant	09717	MS-16
Corrections Apprehension Specialist	09750	MS-21
Corrections Assessment Specialist	09758	MS-21
Corrections Clerk I	09771	MS-11
Corrections Clerk II	09772	MS-13
Corrections Clerk III	09773	MS-18
Corrections Command Center Supervisor	09500	MS-32
Corrections Family Services Coordinator	09600	MS-32
Corrections Food Service Supervisor I	09793	MS-13
Corrections Food Service Supervisor II	09794	MS-18
Corrections Food Service Supervisor III	09795	MS-21
Corrections Grounds Supervisor	09796	MS-16
Corrections Identification Supervisor	09800	MS-24
Corrections Identification Technician	09801	MS-13
Corrections Industries Marketing Representative	09803	MS-16
Corrections Industry Lead Worker	09805	MS-16
Corrections Industry Supervisor	09807	MS-21
Corrections Intelligence Program Unit Manager	09798	MS-31
Corrections Laundry Manager I	09808	MS-18
Corrections Laundry Manager II	09809	MS-20
Corrections Law Library Assistant	09819	MS-11
Corrections Leisure Activities Specialist I	09811	MS-12
Corrections Leisure Activities Specialist II	09812	MS-16
Corrections Leisure Activities Specialist III	09813	MS-21
Corrections Leisure Activities Specialist IV	09814	MS-25
Corrections Locksmith	09818	MS-16
Corrections Maintenance Craftsman	09821	MS-16
Corrections Maintenance Supervisor	09822	MS-20

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Corrections Maintenance Worker	09823	MS-12
Corrections Medical Technician	09824	MS-12
Corrections Nurse I	09825	MS-20
Corrections Nurse II	09826	MS-25
Corrections Nurse Trainee	09836	MS-16
Corrections Parole Agent	09842	MS-16
Corrections Placement Resources Regional Supervisor	09839	MS-31
Corrections Program Administrator	09849	MS-31
Corrections Psychologist Administrator	09855	MS-32
Corrections Regional Mental Health Services Administrator	09857	MS-32
Corrections Residence Counselor I	09837	MS-13
Corrections Residence Counselor II	09838	MS-20
Corrections Senior Parole Agent	09844	MS-21
Corrections Supply Supervisor I	09861	MS-13
Corrections Supply Supervisor II	09862	MS-18
Corrections Supply Supervisor III	09863	MS-21
Corrections Training Program Supervisor	09860	MS-32
Corrections Transportation Officer I	09871	MS-13
Corrections Transportation Officer II	09872	MS-20
Corrections Treatment Officer	09864	MS-20
Corrections Treatment Officer Supervisor	09865	MS-27
Corrections Treatment Officer Trainee	09866	MS-13
Corrections Treatment Senior Security Supervisor	09867	MS-31
Corrections Unit Superintendent	09868	MS-32
Corrections Utilities Operator	09875	MS-16
Corrections Vocational Instructor	09879	MS-16
Corrections Vocational School Supervisor	09880	MS-20
Court Reporter	09900	MS-12
Court Reporter Supervisor	09903	MS-26
Crime Scene Investigator	09980	MS-25
Criminal Intelligence Analyst I	10161	MS-19
Criminal Intelligence Analyst II	10162	MS-23
Criminal Intelligence Analyst Specialist	10165	MS-28
Criminal Intelligence Analyst Supervisor	10169	MS-32
Criminal Justice Specialist I	10231	MS-14
Criminal Justice Specialist II	10232	MS-23
Criminal Justice Specialist Trainee	10236	MS-10

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Curator Of The Lincoln Collection	10750	MS-14
Data Processing Administrative Specialist	11415	MS-11
Data Processing Assistant	11420	MS-04
Data Processing Operator	11425	MS-03
Data Processing Operator Trainee	11428	MS-02
Data Processing Specialist	11430	MS-09
Data Processing Supervisor I	11435	MS-08
Data Processing Supervisor II	11436	MS-11
Data Processing Supervisor III	11437	MS-19
Data Processing Technician	11440	MS-06
Data Processing Technician Trainee	11443	MS-04
Day Care Licensing Representative I	11471	MS-14
Day Care Licensing Representative II	11472	MS-19
Deck Hand	11500	MS-15
Dental Assistant	11650	MS-07
Dental Hygienist	11700	MS-11
Dentist I	11751	MS-29
Dentist II	11752	MS-33
Developmental Disabilities Council Program Planner I	12361	MS-09
Developmental Disabilities Council Program Planner II	12362	MS-14
Developmental Disabilities Council Program Planner III	12363	MS-19
Developmental Psychological Services Administrator	12380	MS-32
Dietary Manager I	12501	MS-14
Dietary Manager II	12502	MS-19
Dietitian	12510	MS-12
Disability Appeals Officer	12530	MS-28
Disability Claims Adjudicator I	12537	MS-14
Disability Claims Adjudicator II	12538	MS-19
Disability Claims Adjudicator Trainee	12539	MS-10
Disability Claims Analyst	12540	MS-25
Disability Claims Specialist	12558	MS-21
Disaster Services Planner	12585	MS-21
Document Examiner	12640	MS-28
Drafting Worker	12749	MS-08
Drug Compliance Investigator	12778	MS-31
Economic Development Representative I	12931	MS-16
Economic Development Representative II	12932	MS-21

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Economic Development Representative Trainee	12939	MS-10
Economist Associate	12940	MS-12
Educational Diagnostician	12965	MS-09
Educational Media Program Specialist	12980	MS-16
Educator	13100	MS-26
Educator – Career and Technical	13103	MS-16
Educator – Career and Technical Provisional	13104	MS-15
Educator Aide	13130	MS-08
Educator Intern	13135	MS-10
Electrical Engineer	13180	MS-28
Electroencephalograph Technician	13300	MS-05
Electronic Equipment Installer/Repairer	13340	MS-07
Electronic Equipment Installer/Repairer Lead Worker	13345	MS-09
Electronics Technician	13360	MS-12
Elevator Inspector	13495	MS-21
Elevator Operator	13500	MS-05
Emergency Response Lead Telecommunicator	13540	MS-10
Emergency Response Telecommunicator	13543	MS-08
Employee Benefits Associate	13554	MS-09
Employee Benefits Representative	13555	MS-12
Employee Benefits Specialist	13556	MS-16
Employment Security Field Office Supervisor	13600	MS-23
Employment Security Manpower Representative I	13621	MS-09
Employment Security Manpower Representative II	13622	MS-11
Employment Security Program Representative	13650	MS-11
Employment Security Program Representative – Intermittent	13651	MS-11
Employment Security Service Representative	13667	MS-14
Employment Security Specialist I	13671	MS-11
Employment Security Specialist II	13672	MS-14
Employment Security Specialist III	13673	MS-21
Employment Security Tax Auditor I	13681	MS-16
Employment Security Tax Auditor II	13682	MS-21
End-User Computer Services Specialist I	13691	MS-24
End-User Computer Services Specialist II	13692	MS-28
End-User Computer Systems Analyst	13693	MS-30
Energy and Natural Resources Specialist I	13711	MS-12
Energy and Natural Resources Specialist II	13712	MS-16

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Energy and Natural Resources Specialist III	13713	MS-21
Energy and Natural Resources Specialist Trainee	13715	MS-09
Engineering Technician I	13731	MS-10
Engineering Technician II	13732	MS-13
Engineering Technician III	13733	MS-20
Engineering Technician IV	13734	MS-30
Environmental Engineer I	13751	MS-12
Environmental Engineer II	13752	MS-16
Environmental Engineer III	13753	MS-21
Environmental Engineer IV	13754	MS-28
Environmental Equipment Operator I	13761	MS-09
Environmental Equipment Operator II	13762	MS-11
Environmental Health Specialist I	13768	MS-11
Environmental Health Specialist II	13769	MS-14
Environmental Health Specialist III	13770	MS-19
Environmental Protection Associate	13785	MS-09
Environmental Protection Engineer I	13791	MS-12
Environmental Protection Engineer II	13792	MS-16
Environmental Protection Engineer III	13793	MS-21
Environmental Protection Engineer IV	13794	MS-28
Environmental Protection Geologist I	13801	MS-12
Environmental Protection Geologist II	13802	MS-16
Environmental Protection Geologist III	13803	MS-21
Environmental Protection Legal Investigator I	13811	MS-10
Environmental Protection Legal Investigator II	13812	MS-11
Environmental Protection Legal Investigator Specialist	13815	MS-13
Environmental Protection Specialist I	13821	MS-11
Environmental Protection Specialist II	13822	MS-14
Environmental Protection Specialist III	13823	MS-19
Environmental Protection Specialist IV	13824	MS-28
Environmental Protection Technician I	13831	MS-05
Environmental Protection Technician II	13832	MS-07
Epidemiology Research and Investigation Scientist	13833	MS-29
Equal Pay Specialist	13837	MS-16
Equine Investigator	13840	MS-09
Executive I	13851	MS-19
Executive II	13852	MS-23

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Executive Secretary I	14031	MS-08
Executive Secretary II	14032	MS-11
Executive Secretary III	14033	MS-14
Explosives Inspector I	14051	MS-11
Explosives Inspector II	14052	MS-18
Facility Assistant Fire Chief	14430	MS-10
Facility Fire Chief	14433	MS-13
Facility Fire Safety Coordinator	14435	MS-09
Facility Firefighter	14439	MS-07
Ferry Operator I	14801	MS-18
Ferry Operator II	14802	MS-19
Financial Institutions Examiner I	14971	MS-14
Financial Institutions Examiner II	14972	MS-21
Financial Institutions Examiner III	14973	MS-28
Financial Institutions Examiner Trainee	14978	MS-10
Fingerprint Technician	15204	MS-10
Fingerprint Technician Supervisor	15208	MS-18
Fingerprint Technician Trainee	15209	MS-05
Firearms Eligibility Administrator	15280	MS-32
Firearms Eligibility Analyst I	15371	MS-10
Firearms Eligibility Analyst II	15372	MS-14
Firearms Eligibility Analyst Trainee	15375	MS-08
Fire Certification Specialist I	15281	MS-16
Fire Certification Specialist II	15282	MS-18
Fire Certification Specialist Supervisor	15283	MS-22
Fire Prevention Inspector I	15316	MS-13
Fire Prevention Inspector II	15317	MS-20
Fire Prevention Inspector Trainee	15320	MS-10
Fire Protection Engineer	15340	MS-28
Fire Protection Specialist I	15351	MS-14
Flight Safety Coordinator	15640	MS-28
Florist II	15652	MS-08
Food Services Program Manager	15800	MS-31
Foreign Service Economic Development Executive I	15871	MS-32
Foreign Service Economic Development Executive II	15872	MS-34
Foreign Service Economic Development Representative	15875	MS-30
Forensic Science Administrator I	15911	MS-31

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Forensic Science Administrator II	15912	MS-32
Forensic Science Administrator III	15913	MS-33
Forensic Scientist I	15891	MS-19
Forensic Scientist II	15892	MS-23
Forensic Scientist III	15893	MS-28
Forensic Scientist Trainee	15897	MS-12
Gaming Licensing Analyst	17171	MS-12
Gaming Licensing Specialist	17172	MS-16
Gaming Operations Supervisor	17181	MS-33
Gaming Senior Special Agent	17191	MS-29
Gaming Shift Supervisor	17187	MS-31
Gaming Special Agent	17192	MS-21
Gaming Special Agent Trainee	17195	MS-11
Gaming Unit Supervisor	17201	MS-33
Geographic Information Specialist I	17271	MS-21
Geographic Information Specialist II	17272	MS-29
Geographic Information Trainee	17276	MS-12
Governmental Career Trainee	17325	MS-09
Graduate Pharmacist	17345	MS-23
Graphic Arts Designer	17366	MS-11
Graphic Arts Designer Advanced	17370	MS-14
Graphic Arts Designer Supervisor	17365	MS-19
Graphic Arts Technician	17400	MS-09
Grounds Supervisor	17549	MS-18
Guard I	17681	MS-04
Guard II	17682	MS-06
Guard III	17683	MS-09
Guard Supervisor	17685	MS-11
Guardianship Representative	17710	MS-16
Guardianship Supervisor	17720	MS-24
Habilitation Program Coordinator	17960	MS-16
Handicapped Services Representative I	17981	MS-08
Health Facilities Surveillance Nurse	18150	MS-22
Health Facilities Surveyor I	18011	MS-14
Health Facilities Surveyor II	18012	MS-21
Health Facilities Surveyor III	18013	MS-23
Health Information Associate	18045	MS-07

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Health Information Technician	18047	MS-09
Health Services Investigator I	18179	MS-21
Health Services Investigator II, Option A – General	18185	MS-28
Health Services Investigator II, Option C – Pharmacy	18187	MS-32
Hearing and Speech Advanced Specialist	18227	MS-28
Hearing and Speech Associate	18231	MS-19
Hearing and Speech Specialist	18233	MS-23
Hearing and Speech Technician II	18262	MS-06
Hearings Referee	18300	MS-29
Hearings Referee – Intermittent	18301	MS-29
Heavy Construction Equipment Operator	18465	MS-18
Highway Construction Supervisor I	18525	MS-25
Highway Construction Supervisor II	18526	MS-30
Highway Maintainer	18639	MS-18
Highway Maintenance Lead Worker	18659	MS-18
Historical Documents Conservator I	18981	MS-10
Historical Exhibits Designer	18985	MS-12
Historical Library Chief Of Acquisitions	18987	MS-21
Historical Research Editor II	19002	MS-11
Historical Research Specialist	19008	MS-23
Housekeeper	19600	MS-03
Human Relations Representative	19670	MS-14
Human Resources Assistant	19690	MS-05
Human Resources Associate	19691	MS-08
Human Resources Trainee	19694	MS-04
Human Rights Investigator I	19774	MS-14
Human Rights Investigator II	19775	MS-19
Human Rights Investigator III	19776	MS-21
Human Rights Investigator Trainee	19768	MS-09
Human Rights Mediation Supervisor	19769	MS-23
Human Rights Mediator	19771	MS-16
Human Rights Specialist I	19778	MS-11
Human Rights Specialist II	19779	MS-14
Human Rights Specialist III	19780	MS-19
Human Services Casework Manager	19788	MS-23
Human Services Caseworker	19785	MS-14
Human Services Grants Coordinator I	19791	MS-11

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Human Services Grants Coordinator II	19792	MS-16
Human Services Grants Coordinator III	19793	MS-23
Human Services Grants Coordinator Trainee	19796	MS-09
Human Services Sign Language Interpreter	19810	MS-14
Iconographer	19880	MS-09
Industrial and Community Development Representative I	21051	MS-16
Industrial and Community Development Representative II	21052	MS-21
Industrial Commission Reporter	21080	MS-14
Industrial Commission Technician	21095	MS-08
Industrial Services Consultant I	21121	MS-11
Industrial Services Consultant II	21122	MS-14
Industrial Services Consultant Trainee	21125	MS-08
Industrial Services Hygienist	21127	MS-21
Industrial Services Hygienist Technician	21130	MS-14
Industrial Services Hygienist Trainee	21133	MS-09
Information Services Intern	21160	MS-12
Information Services Specialist I	21161	MS-16
Information Services Specialist II	21162	MS-21
Information Systems Analyst I	21165	MS-25
Information Systems Analyst II	21166	MS-29
Information Systems Analyst III	21167	MS-32
Information Technology/Communications Systems Specialist I	21216	MS-21
Information Technology/Communications Systems Specialist II	21217	MS-31
Inhalation Therapist	21259	MS-05
Inhalation Therapy Supervisor	21260	MS-08
Institutional Maintenance Worker	21465	MS-05
Instrument Designer	21500	MS-19
Insurance Analyst I	21561	MS-06
Insurance Analyst II	21562	MS-09
Insurance Analyst III	21563	MS-11
Insurance Analyst IV	21564	MS-14
Insurance Analyst Trainee	21566	MS-04
Insurance Company Claims Examiner I	21601	MS-16
Insurance Company Claims Examiner II	21602	MS-21
Insurance Company Field Staff Examiner	21608	MS-14
Insurance Company Financial Examiner Trainee	21610	MS-10
Insurance Financial Specialist	21613	MS-23

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Insurance Performance Examiner I	21671	MS-11
Insurance Performance Examiner II	21672	MS-16
Insurance Performance Examiner III	21673	MS-23
Insurance Performance Examiner Trainee	21680	MS-09
Intermittent Clerk	21686	MS-02
Intermittent Laborer (Maintenance)	21687	MS-08
Intermittent Unemployment Insurance Representative	21689	MS-09
Intermittent Unemployment Insurance Technician	21690	MS-04
Internal Auditor I	21721	MS-16
Internal Auditor II	21727	MS-23
Internal Auditor Trainee	21726	MS-09
Internal Investigations Principal Evaluation Supervisor	21735	MS-31
Internal Investigations Supervisor	21740	MS-31
Internal Security Investigator I	21731	MS-22
Internal Security Investigator II	21732	MS-28
International Marketing Representative I	21761	MS-11
Janitor I	21951	MS-13
Janitor II	21952	MS-14
Juvenile Justice Chief of Security	21965	MS-31
Juvenile Justice Psychologist Administrator	21967	MS-32
Juvenile Justice School Counselor	21970	MS-26
Juvenile Justice Specialist	21971	MS-20
Juvenile Justice Specialist Intern	21976	MS-13
Juvenile Justice Supervisor	21980	MS-27
Juvenile Justice Unit Superintendent	21985	MS-32
Juvenile Justice Vocational Instructor	21987	MS-16
Juvenile Justice Youth and Family Specialist Option 1	21991	MS-19
Juvenile Justice Youth and Family Specialist Option 2	21992	MS-23
Juvenile Justice Youth and Family Specialist Supervisor	21995	MS-28
Kidcare Supervisor	22003	MS-23
Labor Conciliator	22750	MS-23
Labor Maintenance Lead Worker	22809	MS-16
Laboratory Assistant	22995	MS-03
Laboratory Associate I	22997	MS-07
Laboratory Associate II	22998	MS-09
Laboratory Equipment Specialist	22990	MS-19
Laboratory Quality Specialist I	23021	MS-21

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Laboratory Quality Specialist II	23022	MS-25
Laboratory Research Scientist	23025	MS-29
Laboratory Research Specialist I	23027	MS-21
Laboratory Research Specialist II	23028	MS-25
Laborer (Maintenance)	23080	MS-15
Land Acquisition Agent I	23091	MS-12
Land Acquisition Agent II	23092	MS-19
Land Acquisition Agent III	23093	MS-25
Land Reclamation Specialist I	23131	MS-11
Land Reclamation Specialist II	23132	MS-16
Land Reclamation Specialist Trainee	23137	MS-09
Landscape Architect	23145	MS-28
Landscape Planner	23150	MS-21
Laundry Manager I	23191	MS-10
Law Enforcement Training Administrator	23260	MS-32
Legal Research Assistant	23350	MS-10
Liability Claims Adjuster I	23371	MS-11
Liability Claims Adjuster II	23372	MS-19
Liability Claims Adjuster Trainee	23375	MS-09
Librarian I	23401	MS-14
Librarian II	23402	MS-19
Library Aide I	23421	MS-03
Library Aide II	23422	MS-04
Library Aide III	23423	MS-05
Library Associate	23430	MS-09
Library Technical Assistant	23450	MS-07
Licensed Practical Nurse I	23551	MS-09
Licensed Practical Nurse II	23552	MS-10
Licensing Assistant	23568	MS-05
Licensing Investigations Supervisor	23577	MS-32
Licensing Investigator I	23571	MS-10
Licensing Investigator II	23572	MS-13
Licensing Investigator III	23573	MS-15
Licensing Investigator IV	23574	MS-20
Life Sciences Career Trainee	23600	MS-09
Liquor Control Special Agent I	23751	MS-13
Liquor Control Special Agent II	23752	MS-14

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Local Historical Services Representative	24000	MS-16
Local Housing Advisor I	24031	MS-11
Local Housing Advisor II	24032	MS-14
Local Housing Advisor III	24033	MS-19
Local Revenue and Fiscal Advisor I	24101	MS-12
Local Revenue and Fiscal Advisor II	24102	MS-16
Local Revenue and Fiscal Advisor III	24103	MS-21
Lock and Dam Tender	24290	MS-07
Locksmith	24300	MS-16
Lottery Commodities Distributor II	24402	MS-09
Lottery Drawing Senior Specialist	24413	MS-11
Lottery Drawing Specialist	24410	MS-09
Lottery Regional Coordinator	24504	MS-21
Lottery Sales Representative	24515	MS-14
Lottery Telemarketing Representative	24520	MS-06
Maintenance Equipment Operator	25020	MS-18
Maintenance Worker	25500	MS-16
Management Operations Analyst I	25541	MS-19
Management Operations Analyst II	25542	MS-23
Management Operations Analyst Trainee	25545	MS-12
Management Systems Specialist	25583	MS-25
Manpower Planner I	25591	MS-11
Manpower Planner II	25592	MS-16
Manpower Planner III	25593	MS-23
Manpower Planner Trainee	25597	MS-09
Manuscripts Manager	25610	MS-21
Meat and Poultry Inspector	26070	MS-10
Meat and Poultry Inspector Supervisor	26073	MS-13
Meat and Poultry Inspector Trainee	26075	MS-07
Mechanical Engineer I	26201	MS-12
Mechanical Engineer II	26202	MS-16
Mechanical Engineer III	26203	MS-21
Medicaid Management Analyst	26301	MS-20
Medicaid Management Intern	26305	MS-13
Medical Administrator I Option C	26400	MS-60
Medical Administrator I Option D	26401	MS-62
Medical Administrator II Option C	26402	MS-61

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Medical Administrator II Option D	26403	MS-64
Medical Administrator III	26404	MS-65
Medical Administrator IV	26405	MS-66
Medical Assistance Consultant I	26501	MS-10
Medical Assistance Consultant II	26502	MS-14
Medical Assistance Consultant III	26503	MS-21
Mental Health Administrator I	26811	MS-19
Mental Health Administrator II	26812	MS-23
Mental Health Administrator Trainee	26817	MS-14
Mental Health Program Administrator	26908	MS-63
Mental Health Recovery Support Specialist I	26921	MS-16
Mental Health Recovery Support Specialist II	26922	MS-19
Mental Health Specialist I	26924	MS-09
Mental Health Specialist II	26925	MS-11
Mental Health Specialist III	26926	MS-14
Mental Health Specialist Trainee	26928	MS-08
Mental Health Technician I	27011	MS-04
Mental Health Technician II	27012	MS-05
Mental Health Technician III	27013	MS-06
Mental Health Technician IV	27014	MS-07
Mental Health Technician V	27015	MS-08
Mental Health Technician VI	27016	MS-09
Mental Health Technician Trainee	27020	MS-03
Meteorologist	27120	MS-19
Methods and Procedures Advisor I	27131	MS-11
Methods and Procedures Advisor II	27132	MS-14
Methods and Procedures Advisor III	27133	MS-23
Methods and Procedures Career Associate I	27135	MS-08
Methods and Procedures Career Associate II	27136	MS-09
Methods and Procedures Career Associate Trainee	27137	MS-06
Metrologist Associate	27146	MS-12
Microbiologist I	27151	MS-14
Microbiologist II	27152	MS-21
Microfilm Laboratory Technician I	27175	MS-04
Microfilm Laboratory Technician II	27176	MS-06
Microfilm Operator I	27181	MS-03
Microfilm Operator II	27182	MS-04

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Microfilm Operator III	27183	MS-05
Mine Rescue Station Assistant	28150	MS-07
Motorist Assistance Specialist	28490	MS-05
Museum Theater Systems Technician	28700	MS-11
Narcotics and Currency Unit Supervisor	28750	MS-32
Natural Resources Advanced Specialist	28833	MS-23
Natural Resources Coordinator	28831	MS-12
Natural Resources Coordinator Trainee	28830	MS-09
Natural Resources Education Program Coordinator	28834	MS-23
Natural Resources Grant Coordinator	28835	MS-20
Natural Resources Manager I	28836	MS-23
Natural Resources Manager II	28837	MS-26
Natural Resources Manager III	28838	MS-30
Natural Resources Site Manager I	28841	MS-23
Natural Resources Site Manager II	28842	MS-26
Natural Resources Specialist	28832	MS-19
Natural Resources Technician I	28851	MS-07
Natural Resources Technician II	28852	MS-10
Nursing Act Assistant Coordinator	29731	MS-25
Nutritionist	29820	MS-19
Occupational Therapist	29900	MS-16
Occupational Therapist Program Coordinator	29908	MS-21
Occupational Therapist Supervisor	29910	MS-25
Office Administrative Specialist	29990	MS-09
Office Administrator I	29991	MS-04
Office Administrator II	29992	MS-06
Office Administrator III	29993	MS-08
Office Administrator IV	29994	MS-11
Office Administrator V	29995	MS-12
Office Aide	30005	MS-02
Office Assistant	30010	MS-04
Office Associate	30015	MS-05
Office Clerk	30020	MS-03
Office Coordinator	30025	MS-06
Office Occupations Trainee	30075	MS-01
Office Specialist	30080	MS-08
Oral Health Consultant	30317	MS-19

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Paralegal Assistant	30860	MS-11
Pension and Death Benefits Technician I	30961	MS-09
Pension and Death Benefits Technician II	30962	MS-21
Pest Control Operator	31810	MS-07
Pharmacy Lead Technician	32009	MS-06
Pharmacy Manager	32025	MS-33
Pharmacy Services Coordinator	32010	MS-32
Pharmacy Technician	32011	MS-04
Photographer	32080	MS-11
Photographic Technician I	32091	MS-08
Photographic Technician II	32092	MS-11
Photographic Technician III	32093	MS-12
Physical Therapist	32145	MS-16
Physical Therapist Program Coordinator	32153	MS-21
Physical Therapy Aide II	32192	MS-05
Physical Therapy Aide III	32193	MS-08
Physician	32200	MS-36
Physician Assistant	32210	MS-27
Physician Specialist – Option A	32221	MS-37
Physician Specialist – Option B	32222	MS-38
Physician Specialist – Option C	32223	MS-61
Physician Specialist – Option D	32224	MS-63
Physician Specialist – Option E	32225	MS-65
Plant and Pesticide Specialist I	32501	MS-15
Plant and Pesticide Specialist II	32502	MS-20
Plant and Pesticide Specialist Supervisor	32506	MS-20
Plumbing Consultant	32910	MS-28
Plumbing Inspector	32915	MS-22
Podiatrist	32960	MS-11
Police Lieutenant	32977	MS-31
Police Officer I	32981	MS-15
Police Officer II	32982	MS-20
Police Officer III	32983	MS-24
Police Training Specialist	32990	MS-16
Polygraph Examiner I	33001	MS-20
Polygraph Examiner II	33002	MS-24
Polygraph Examiner III	33003	MS-28

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Polygraph Examiner Trainee	33005	MS-12
Power Shovel Operator	33360	MS-18
Private Secretary I	34201	MS-14
Private Secretary II	34202	MS-18
Procurement Representative	34540	MS-06
Products and Standards Inspector	34603	MS-11
Products and Standards Inspector Trainee	34605	MS-09
Program Integrity Auditor I	34631	MS-14
Program Integrity Auditor II	34632	MS-21
Program Integrity Auditor Trainee	34635	MS-09
Project Designer	34725	MS-21
Property and Supply Clerk I	34791	MS-03
Property and Supply Clerk II	34792	MS-04
Property and Supply Clerk III	34793	MS-05
Property Consultant	34900	MS-12
Psychologist Associate	35626	MS-12
Psychologist I	35611	MS-16
Psychologist II	35612	MS-23
Psychologist III	35613	MS-28
Psychology Intern	35660	MS-15
Public Administration Intern	35700	MS-11
Public Aid Eligibility Assistant	35825	MS-05
Public Aid Investigator	35870	MS-21
Public Aid Investigator Trainee	35874	MS-11
Public Aid Lead Casework Specialist	35880	MS-16
Public Aid Program Quality Analyst	35890	MS-21
Public Aid Quality Control Reviewer	35892	MS-16
Public Aid Quality Control Supervisor	35900	MS-21
Public Aid Staff Development Specialist I	36071	MS-12
Public Aid Staff Development Specialist II	36072	MS-16
Public Aid Staff Development Specialist III	36073	MS-22
Public Health Educator	36430	MS-21
Public Health Educator Associate	36434	MS-11
Public Health Program Specialist I	36611	MS-11
Public Health Program Specialist II	36612	MS-14
Public Health Program Specialist III	36613	MS-21
Public Health Program Specialist Trainee	36615	MS-09

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Public Information Coordinator	36750	MS-19
Public Information Officer III	37003	MS-21
Public Information Officer IV	37004	MS-25
Public Safety Drug Screening Specialist	37006	MS-16
Public Safety Inspector	37007	MS-14
Public Safety Inspector Trainee	37010	MS-07
Public Service Executive	37017	MS-31
Public Service Supervisor	37016	MS-28
Race Track Maintainer I	37551	MS-10
Race Track Maintainer II	37552	MS-12
Radiologic Technologist	37500	MS-08
Radiologic Technologist Chief	37505	MS-17
Radiologic Technologist Program Coordinator	37507	MS-09
Railroad Safety Specialist I	37601	MS-21
Railroad Safety Specialist II	37602	MS-25
Railroad Safety Specialist III	37603	MS-29
Railroad Safety Specialist IV	37604	MS-32
Ranger	37725	MS-10
Real Estate Investigator	37730	MS-21
Real Estate Professions Examiner	37760	MS-28
Recreation Worker I	38001	MS-09
Recreation Worker II	38002	MS-11
Refrigeration and Air Conditioning Repairer	38119	MS-12
Registered Nurse – Advanced Practice	38135	MS-26
Registered Nurse I	38131	MS-18
Registered Nurse II	38132	MS-22
Rehabilitation Case Coordinator I	38141	MS-05
Rehabilitation Case Coordinator II	38142	MS-07
Rehabilitation Counselor	38145	MS-16
Rehabilitation Counselor Aide I	38155	MS-06
Rehabilitation Counselor Aide II	38156	MS-08
Rehabilitation Counselor Senior	38158	MS-21
Rehabilitation Counselor Trainee	38159	MS-12
Rehabilitation Services Advisor I	38176	MS-23
Rehabilitation Workshop Instructor I	38192	MS-05
Rehabilitation Workshop Instructor II	38193	MS-09
Rehabilitation Workshop Supervisor I	38194	MS-09

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Rehabilitation Workshop Supervisor II	38195	MS-11
Rehabilitation Workshop Supervisor III	38196	MS-14
Rehabilitation/Mobility Instructor	38163	MS-21
Rehabilitation/Mobility Instructor Trainee	38167	MS-12
Reimbursement Officer I	38199	MS-11
Reimbursement Officer II	38200	MS-14
Reproduction Service Supervisor I	38201	MS-10
Reproduction Service Technician I	38203	MS-03
Reproduction Service Technician II	38204	MS-06
Reproduction Service Technician III	38205	MS-08
Research Economist	38209	MS-18
Research Fellow, Option B	38211	MS-19
Research Scientist I	38231	MS-10
Research Scientist II	38232	MS-14
Research Scientist III	38233	MS-23
Resident Physician	38270	MS-15
Residential Care Program Supervisor I	38271	MS-22
Residential Care Worker	38277	MS-09
Residential Care Worker Trainee	38279	MS-05
Resource Planner I	38281	MS-16
Resource Planner II	38282	MS-21
Resource Planner III	38283	MS-28
Retirement Benefits Representative	38313	MS-09
Retirement Benefits Representative Supervisor	38314	MS-11
Retirement Benefits Representative Trainee	38316	MS-07
Retirement System Disability Specialist	38310	MS-21
Revenue Audit Supervisor	38369	MS-32
Revenue Auditor I	38371	MS-14
Revenue Auditor II	38372	MS-21
Revenue Auditor III	38373	MS-28
Revenue Auditor Trainee	38375	MS-09
Revenue Collection Officer I	38401	MS-12
Revenue Collection Officer II	38402	MS-16
Revenue Collection Officer III	38403	MS-21
Revenue Collection Officer Trainee	38405	MS-09
Revenue Computer Audit Specialist	38425	MS-29
Revenue Senior Special Agent	38557	MS-29

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Revenue Special Agent	38558	MS-21
Revenue Special Agent Trainee	38565	MS-11
Revenue Tax Specialist I	38571	MS-09
Revenue Tax Specialist II	38572	MS-11
Revenue Tax Specialist III	38573	MS-16
Revenue Tax Specialist Trainee	38575	MS-07
Safety Responsibility Analyst	38910	MS-09
Safety Responsibility Analyst Supervisor	38915	MS-11
School Psychologist	39200	MS-21
Security Guard I	39851	MS-13
Security Guard II	39852	MS-14
Security Officer	39870	MS-10
Security Officer Chief	39875	MS-13
Security Officer Lieutenant	39876	MS-11
Security Officer Sergeant	39877	MS-10
Security Therapy Aide I	39901	MS-10
Security Therapy Aide II	39902	MS-11
Security Therapy Aide III	39903	MS-13
Security Therapy Aide IV	39904	MS-16
Security Therapy Aide Trainee	39905	MS-06
Seed Analyst I	39951	MS-09
Seed Analyst II	39952	MS-10
Seed Analyst Trainee	39953	MS-07
Senior Ranger	40090	MS-11
Sex Offender Registration Unit Supervisor	40700	MS-33
Sex Offender Therapist I	40531	MS-16
Sex Offender Therapist II	40532	MS-21
Shift Supervisor	40800	MS-31
Sign Hanger	40900	MS-16
Sign Hanger Foreman	40910	MS-18
Sign Shop Foreman	41000	MS-12
Silk Screen Operator	41020	MS-17
Site Assistant Superintendent I	41071	MS-12
Site Assistant Superintendent II	41072	MS-16
Site Interpreter	41090	MS-07
Site Interpretive Coordinator	41093	MS-10
Site Security Officer	41115	MS-06

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Site Services Specialist I	41117	MS-12
Site Services Specialist II	41118	MS-16
Site Superintendent I	41211	MS-20
Site Superintendent II	41212	MS-25
Site Superintendent III	41213	MS-29
Site Technician I	41131	MS-07
Site Technician II	41132	MS-09
Small Engine Mechanic	41150	MS-10
Social Service Aide I	41281	MS-05
Social Service Aide II	41282	MS-08
Social Service Aide Trainee	41285	MS-03
Social Service Community Planner	41295	MS-08
Social Service Consultant I	41301	MS-19
Social Service Consultant II	41302	MS-21
Social Service Program Planner I	41311	MS-12
Social Service Program Planner II	41312	MS-16
Social Service Program Planner III	41313	MS-23
Social Service Program Planner IV	41314	MS-28
Social Services Career Trainee	41320	MS-09
Social Worker I	41411	MS-16
Social Worker II	41412	MS-21
Social Worker III	41413	MS-23
Social Worker IV	41414	MS-28
Social Worker Intern	41430	MS-15
Special Education Resources Coordinator	41680	MS-26
Staff Development Specialist I	41771	MS-19
Staff Development Technician I	41781	MS-09
Staff Development Technician II	41782	MS-12
Staff Pharmacist	41787	MS-31
State Mine Inspector	42230	MS-21
State Mine Inspector-At-Large	42240	MS-31
State Police Crime Information Evaluator	41801	MS-08
State Police Evidence Technician I	41901	MS-09
State Police Evidence Technician II	41902	MS-10
State Police Field Specialist I	42001	MS-19
State Police Field Specialist II	42002	MS-23
State Police Inspector	42100	MS-33

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Statistical Research Specialist I	42741	MS-09
Statistical Research Specialist II	42742	MS-11
Statistical Research Specialist III	42743	MS-16
Statistical Research Supervisor	42745	MS-23
Statistical Research Technician	42748	MS-08
Storage Tank Safety Specialist	43005	MS-19
Storekeeper I	43051	MS-11
Storekeeper II	43052	MS-12
Storekeeper III	43053	MS-13
Stores Clerk	43060	MS-03
Student Intern	43190	MS-01
Student Worker	43200	MS-01
Supervising Vehicle Testing Compliance Officer	43680	MS-22
Support Service Coordinator I	44221	MS-07
Support Service Coordinator II	44222	MS-09
Support Service Lead	44225	MS-04
Support Service Worker	44238	MS-03
Switchboard Chief Operator	44410	MS-11
Switchboard Operator I	44411	MS-03
Switchboard Operator II	44412	MS-04
Switchboard Operator III	44413	MS-06
Technical Advisor Advanced Program Specialist	45256	MS-31
Technical Advisor I	45251	MS-19
Technical Advisor II	45252	MS-23
Technical Advisor III	45253	MS-29
Technical Manager I	45261	MS-18
Telecommunications Specialist	45295	MS-12
Telecommunications Supervisor	45305	MS-23
Telecommunications Systems Analyst	45308	MS-16
Telecommunications Systems Technician I	45312	MS-07
Telecommunications Systems Technician II	45313	MS-10
Telecommunications Systems Technician Trainee	45314	MS-05
Telecommunicator	45321	MS-09
Telecommunicator – Command Center	45316	MS-10
Telecommunicator Call Taker	45322	MS-11
Telecommunicator Lead Call Taker	45323	MS-14
Telecommunicator Lead Specialist	45327	MS-16

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Telecommunicator Lead Worker	45324	MS-11
Telecommunicator Lead Worker – Command Center	45318	MS-12
Telecommunicator Specialist	45326	MS-12
Telecommunicator Trainee	45325	MS-07
Terrorism Research Specialist I	45371	MS-19
Terrorism Research Specialist II	45372	MS-23
Terrorism Research Specialist III	45373	MS-28
Terrorism Research Specialist Trainee	45375	MS-11
Transportation Officer	45830	MS-11
Truck Weighing Inspector	46100	MS-10
Unemployment Insurance Adjudicator I	47001	MS-08
Unemployment Insurance Adjudicator II	47002	MS-10
Unemployment Insurance Adjudicator III	47003	MS-12
Unemployment Insurance Revenue Analyst I	47081	MS-12
Unemployment Insurance Revenue Analyst II	47082	MS-16
Unemployment Insurance Revenue Specialist	47087	MS-10
Unemployment Insurance Special Agent	47096	MS-19
Utility Engineer I	47451	MS-20
Utility Engineer II	47452	MS-24
Vehicle Compliance Inspector	47570	MS-15
Vehicle Emission Compliance Inspector	47580	MS-10
Vehicle Emission Compliance Supervisor	47583	MS-12
Vehicle Emission Quality Assurance Auditor	47584	MS-10
Vehicle Permit Evaluator	47585	MS-08
Veterans Educational Specialist I	47681	MS-12
Veterans Educational Specialist II	47682	MS-16
Veterans Educational Specialist III	47683	MS-25
Veterans Employment Representative I	47701	MS-11
Veterans Employment Representative II	47702	MS-14
Veterans Nursing Assistant – Certified	47750	MS-05
Veterans Service Officer	47800	MS-11
Veterans Service Officer Associate	47804	MS-10
Veterinarian I	47901	MS-19
Veterinarian II	47902	MS-23
Veterinarian III	47903	MS-25
Veterinary Consumer Safety Officer	47911	MS-20
Veterinary Pathologist	47916	MS-29

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Veterinary Supervisor I	47917	MS-25
Veterinary Supervisor II	47918	MS-26
Vision/Hearing Consultant I	47941	MS-14
Vision/Hearing Consultant II	47942	MS-23
Vision/Hearing Consultant III	47943	MS-25
Vital Records Quality Control Inspector	48000	MS-10
Vocational Instructor	48200	MS-09
Volunteer Services Coordinator I	48481	MS-10
Volunteer Services Coordinator II	48482	MS-14
Volunteer Services Coordinator III	48483	MS-19
Wage Claims Specialist	48770	MS-06
Warehouse Claims Specialist	48780	MS-22
Warehouse Examiner	48881	MS-13
Warehouse Examiner Specialist	48882	MS-18
Warehouse Examiner Supervisor	48786	MS-20
Waterways Construction Supervisor I	49061	MS-14
Waterways Construction Supervisor II	49062	MS-19
Weatherization Specialist I	49101	MS-11
Weatherization Specialist II	49102	MS-16
Weatherization Specialist III	49103	MS-23
Weatherization Specialist Trainee	49105	MS-09
Well Inspector I	49421	MS-11
Well Inspector II	49422	MS-18
Well Inspector Specialist	49424	MS-24
Well Inspector Trainee	49425	MS-09
Workers Compensation Insurance Compliance Investigator	49640	MS-23

NOTE: Effective January 1, 2008, the merit compensation grade 12 in the Personnel Code [20 ILCS 415/8b.18(a) and (b) and 8b.19(a) and (b)] that formerly was indicated by MC-12 is MS-32.

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

Section 310.415 Merit Compensation Salary Range Assignments

- a) Emergency, Temporary or Provisional Positions – When a position is allocated to a title only assigned to a bargaining unit pay grade and the agency is to appoint an employee to the position on an Emergency (80 Ill. Adm. Code 302.150(b)),

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Temporary (80 Ill. Adm. Code 302.150(c)) or Provisional (80 Ill. Adm. Code 302.150(d)) basis, a merit compensation salary range to be used for the position shall be assigned to the title as approved by the Director ~~of Central Management Services~~. The approval of the merit compensation salary range assignment shall be after comparing the highest maximum base salary within the bargaining unit pay grade assigned the title with the maximum base salary in the merit compensation salary range that is not more than the highest maximum base salary within the bargaining unit pay grade and after considering the merit compensation salary ranges assigned to other titles in the same classification series and the merit compensation salary ranges assigned to other titles assigned the same bargaining unit pay grade. The titles and their merit compensation salary range assignments from the previous and anticipated fiscal years shall be listed in the Section 310.410 proposed amendments to the Pay Plan for adoption at the beginning of each fiscal year.

- b) Trainee Program Titles – When a classification is established as a Trainee Program (80 Ill. Adm. Code 302.170), the merit compensation salary range assigned to the Trainee Program title shall be approved by the Director ~~of Central Management Services~~. The approval shall be based on the recommendation of the agency head where the Trainee Program is established, comparison of the salary ranges assigned to other Trainee Program titles, and the maximum base salary in the recommended merit compensation salary range normally being less than the in-hire rate or the minimum base salary of the targeted classification title for which training is being conducted.
- c) Positions excluded from bargaining unit representation by the Illinois Labor Relations Board – When a position is allocated to a title only assigned to a bargaining unit pay grade and the agency or the position is excluded from bargaining unit representation by ~~ILRB~~ the Illinois Labor Relations Board, a merit compensation salary range to be used for the position shall be assigned to the title as approved by the Director ~~of Central Management Services~~. The approval of the merit compensation salary range assignment shall be made using the provisions in subsection (a) if the title is not a Trainee Program title or subsection (b) if the title is a Trainee Program title.

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

Section 310.470 Adjustment

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

An employee may receive an upward adjustment in base salary for the purpose of correcting a previous error or oversight or when the best interests of the agency and the State of Illinois will be served. Adjustments shall have the prior approval of the Director ~~of Central Management Services~~. An adjustment at the time of entrance into State government requires supporting documentation in the candidate's CMS employment application (CMS-100). An adjustment at the time substantial additional duties and responsibilities are added to a position allocated to a broad-band title requires that the substantial additional duties and responsibilities be documented on an updated position description (CMS-104) and ~~are~~ reflected on the organization chart. In determining the appropriateness of a request for a salary adjustment by an employing agency, the Director ~~of Central Management Services~~ will consider whether the need for the adjustment is substantial, whether the action is consistent with the treatment of other similar situations, and whether the action is equitable in view of the particular circumstances prompting the request. The approval of an adjustment at the time of entrance into State government is based on the candidate's documented directly-related education and experience exceeding the minimum requirements in the class specification, prior base salary history, staffing needs and requirements of the employing agency, and labor market influences on the recruitment for the position classification or position. The adjustment shall not change the creditable service date.

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

Section 310.480 Decreases in Pay

Employees subject to this Part shall have their salaries reduced only as specified in this Section below. Any reduction in salary shall become effective on the first day of the month following approval of the reduction.

- a) Demotion for Cause to a Lower Class – If the employee's current base salary is within the lower salary range, it shall be retained without change, but shall be reduced to the maximum of the lower salary range if in excess of that maximum thereof. An employee demoted during a probationary period following promotion will have the base salary reduced to the same salary the employee received before being promoted and the previous creditable service date will be restored.
- b) Position Reallocated to a Lower Class – If the employee's current base salary is within the lower salary range, it shall be retained without change, but shall be reduced to the maximum of the lower salary range if ~~in~~ excess of that maximum thereof. However, as provided in Section 8(a) of the Personnel Code, the pay of an employee whose position is reallocated because of duties and

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

responsibilities after appointment to ~~that~~ such position shall not be required to be lowered to a salary within the range for a period of one year. The reallocation shall not change the creditable service date.

- c) Voluntary Reduction to a Lower Class – If the employee's current base salary is within the lower salary range, it shall be retained without change, but shall be reduced to the maximum of the lower salary range if in excess ~~of that maximum thereof~~. However, an employee who voluntarily requests a reduction during a probationary period following a promotion will have the base salary reduced to the same salary in the lower salary range from which the employee was promoted and the previous creditable service date will be restored.
- d) Assignment of a Lower Salary Range to a Class – If the employee's current base salary is within the lower salary range, it shall be retained without change, but shall be reduced to the maximum of the lower salary range if in excess ~~of that maximum thereof~~. The reevaluation shall not change the creditable service date.
- e) Adjustment – An employee may receive a downward adjustment in base salary for the purpose of correcting a previous error or oversight or when the best interest of the agency or the State of Illinois will be served. Adjustments must have the prior approval of the Director ~~of Central Management Services~~ in writing. In determining the appropriateness of a request for a salary adjustment by an employing agency, the Director ~~of Central Management Services~~ will consider whether the need for the adjustment is substantial, whether the action is consistent with the treatment of other similar situations, and whether the action is equitable in view of the particular circumstances prompting the request. The adjustment shall not change the creditable service date. ~~The following applies to AFSCME employees. When a payroll adjustment is made for an AFSCME represented employee covered by the Agreement signed August 21, 2019, upon request, an explanation for the adjustment shall be given to the employee. Where the State seeks to recoup overpayment to employees, it shall be at no greater rate than 15 percent, consistent with allowed under the Garnishment Laws and subject to the Rules and Regulations of the Office of the Comptroller. However, nothing in this provision precludes the State and employee, upon request of either party, from agreeing to a different payment plan. Should the State assert an overpayment of wages to an employee, the State shall provide written notice of such overpayment to the employee and shall provide an opportunity for the employee to contest the deduction in accordance with the Rules and Regulations of the Office of the Comptroller. Upon request of the employee, the State shall~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~provide documentation and records of the overpayment and deductions.~~

- f) Reclassification – If the employee's current base salary is within the lower salary range, it shall be retained without change. If the employee's current base salary is higher than the maximum of the lower salary range, the base salary shall be reduced to the maximum of the lower salary range. As provided in Section 8(a) of the Personnel Code, the base salary shall not be lowered to a salary within the range for a period of one year.

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

Section 310.490 Other Pay Provisions

- a) Transfer – Upon assignment of an employee to a vacant position in a class with the same salary range as the class for the position being vacated, the employee's base salary will not be changed. Upon separation and subsequent appointment to a position in the same salary range, no increase in salary will be given.
- b) Entrance Base Salary – Each agency, board or commission shall identify any location (website, form or process) where current wage or salary history is requested and remove the request. If a candidate inadvertently or voluntarily, without prompting, discloses the candidate's current wage or salary history, including benefits or other compensation, the agency, board or commission shall not consider or rely on the information in a current or future salary offer and shall disregard the information. In-hire rates assigned to trainee program classifications are the entrance base salary (see Section 310.47).
- 1) When a candidate only meets the minimum requirements of the class specification upon entry to State service, an employee's entrance base salary is the in-hire rate or the minimum base salary of the salary range.
- 2) Qualifications Above Minimum Requirements –
- A) For Other Than Trainee Classification Titles When the Candidate is New to State Government – For other than trainee classification titles when the candidate is new to State government, State agencies, boards and commissions shall not seek, request or require a candidate's current wage or salary history. Agencies, boards and commissions shall not use a candidate's current wage or

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

salary history to screen applicants or request or require current wage or salary history information as a condition for being considered for employment or for an offer of employment. Agencies, boards and commissions shall stop the verification of a candidate's current wage or salary history. When the new-to-State-government candidate only meets the minimum of the classification requirements, the entrance base salary is the lowest salary in the anticipated starting salary range, the anticipated starting salary, or the in-hire rate. When the new-to-State-government candidate exceeds the minimum of the classification requirements, the entrance base salary is the in-hire rate, the anticipated starting salary, within the anticipated starting salary range, or the rate resulting from a special salary request that is pre-approved by the Department of Central Management Services. The anticipated starting salary and the selected new-to-State-government candidate's qualifications shall inform the entrance base salary offer. The qualifications that shall be considered are documented education and experience directly-related to the position description and exceeding the minimum requirements on the class specification. The agency, board or commission shall tell the new-to-State-government candidate not to disclose his or her current wage or salary history. The new-to-State-government applicant may discuss his or her salary expectations for the position being filled. If the tentatively accepted offer is not the in-hire rate, anticipated starting salary, or within the anticipated starting salary range, the agency, board or commission shall complete a Special Salary Request-New Employee form (CMS-163) identifying both the pre-established anticipated starting salary and the justification for hiring the selected candidate at the tentatively offered and accepted higher starting salary.

- B) For Other Than Trainee Classification Titles in Which the Current State Government Employee is a Candidate for a Position Subject to the Personnel Code – For other than trainee classification titles in which the current State government employee is a candidate for a position subject to the Personnel Code, if a candidate possesses directly-related education and experience in excess of the minimum requirements of the class specification, the employing agency may offer the candidate an entrance base salary that is not

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

more than 5% above the candidate's current base salary. Any deviation from the 5% maximum is a special salary adjustment (see Section 310.470).

- 3) Area Differential – For positions where additional compensation is required because of dissimilar economic or other conditions in the geographical area in which the positions are established, a higher entrance salary may be authorized by the Director ~~of Central Management Services~~. Present employees receiving less than the new rate of pay shall be advanced to the new rate.
- c) Geographical Transfer – Upon geographical transfer from or to an area for which additional compensation has been authorized, an employee will receive an adjustment to the appropriate salary level for the new geographical area of assignment, effective the first day of the month following the date of assignment.
- d) Differential and Overtime Pay – An eligible employee may have an amount added to the base salary for a given pay period for work performed in excess of the normal requirements for the position and work schedule, as follows:
 - 1) Shift Differential Pay – An employee may be paid an amount in addition to the base salary for work performed on a regularly scheduled second or third shift. The additional compensation will be at a rate and in a manner approved by the Director ~~of Central Management Services~~. The Director ~~of Central Management Services~~ will approve the manner and rate of this provision after considering the need of the employing agency, the treatment of other similar situations, prevailing practices of other employers, and the equity of the particular circumstances.
 - 2) Overtime Pay –
 - A) Eligibility – The Director ~~of Central Management Services~~ shall maintain a listing of classes of positions subject to the provisions of the Merit Compensation System that are eligible for overtime compensation. Classes in salary ranges MS-23 and below are eligible for straight-time overtime unless exceptions are determined by the Director ~~of Central Management Services~~ or federal guidelines. Employees in these classes of positions who are assigned and perform work in excess of the normal work

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

schedule as established by the agency shall be compensated at a straight-time rate on either a cash or compensatory time-off basis for all hours worked in excess of a normal work week. Overtime in less than one-half hour increments per day shall not be accrued. Classes in MS-24 and above are not eligible for overtime unless required by federal regulation or approved by the Director of ~~Central Management Services~~. Exceptions must be requested by the employing agency and will be determined on the basis of the special nature of the situation, a substantial need to provide overtime compensation and a significant number of hours worked beyond the normal work schedule, and will be granted only for a specified time period for which the special situation is expected to exist.

- B) ~~Compensatory Time – i) For Merit Compensation Employees –~~ Employees who are eligible for compensatory time may request such time, which may be granted by the agency at its discretion, considering, among other things, its operating needs. Compensatory time shall be taken within the fiscal year it was earned at a time convenient to the employee and consistent with the operating needs of the agency. Compensatory time shall be accrued at the rate in which it is earned (straight time or time and a half), but shall not exceed 120 hours in any fiscal year. Compensatory time approved for non-union employees will be earned after 40 actual work hours in a workweek. Compensatory time not used by the end of the fiscal year in which it was earned shall be liquidated and paid in cash at the rate it was earned. Time spent in travel outside the normal work schedule shall not be accrued as compensatory time except as provided by labor contracts and the Federal Fair Labor Standards Act. At no time are overtime hours or compensatory time to be transferred from one agency to another agency.
- ii) ~~When Represented by AFSCME – If evidence demonstrates that circumstances prevented an employee from receiving a rest period or resulted in a rest period being interrupted, and no alternative time is authorized, the employee shall be entitled to compensatory time. For employees represented by AFSCME except CU 500,~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~accrued compensatory time not used by the end of the fiscal year in which it was earned shall be liquidated and paid in cash at the rate it was earned. Notwithstanding the above, employees who schedule compensatory time off by June 30th of the fiscal year shall be allowed to use the time through August 15th of the subsequent fiscal year. For employees represented by CU 500, hours worked in excess of the established work week but less than forty (40) shall not normally be compensated, provided that for such time so worked, compensatory overtime shall be accrued at the rate equal to the time so worked and compensatory time off shall be granted by the Employer within the fiscal year earned at a time convenient to the employee consistent with the operating needs of the Employer, and if not so granted or taken, accrued compensatory time shall be liquidated in cash before the end of the fiscal year in which earned. Notwithstanding the above, employees who schedule compensatory off by June 1st of the fiscal year shall be allowed to use such time through August 1st of the following fiscal year. Employees who earn compensatory time after June 1st shall be allowed to use such compensatory time through August 15th of the subsequent fiscal year. Employees who receive an unpaid lunch period and are required to work at their work assignments during such period and who are not relieved, shall have such time counted as hours worked for the purposes of Section 2 below and shall be compensated at the appropriate compensatory straight or overtime rate, whichever may be applicable. Where it is currently the practice, whenever only one (1) Lieutenant is scheduled to work a particular shift, if the Lieutenant is not able to be relieved, a paid lunch shall be granted. The "purposes of Section 2 below" is being clarified with AFSCME.~~

- e) Equivalent Earned Time –
 - 1) Eligibility – Employees who are non-union, exempt under the Federal Fair Labor Standards Act, and in positions not eligible for overtime compensation may receive equivalent earned time for hours worked in

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

excess of the hours per week indicated in the approved work schedule (see 80 Ill. Adm. Code 303.300(c)) assigned to the employee.

- 2) Accrual –
 - A) Employees who are eligible for equivalent earned time shall request that time before working in excess of the hours per week indicated in the approved work schedule (~~80 Ill. Adm. Code 303.300~~) assigned to the employee. Requests for equivalent earned time may be granted by the agency at its discretion, considering its operating needs. Equivalent earned time shall be accrued at straight time only to a maximum of 240 hours at any time.
 - B) Equivalent earned time will accrue in no less than one-quarter hour increments. Time spent in travel outside the normal work schedule shall not be counted toward accrual of equivalent earned time.
- 3) Compensation – Any approved equivalent earned time shall be taken at a time convenient to the employee and consistent with the operating needs of the agency. The equivalent earned time may be taken in increments of not less than one-quarter hour after a minimum use of one-half hour any time after it is earned. At no time is equivalent earned time to be converted into cash payment. Equivalent earned time may transfer from one agency to another at the discretion of the agency head of the agency to which the employee is moving.
- 4) ~~Employees in Positions Represented by an American Federation of State, County and Municipal Employees Bargaining Unit – Employees shall retain their equivalent earned time upon their positions' representation by an American Federation of State, County and Municipal Employees bargaining unit. The use of the equivalent earned time is approved by supervisors, prior to other benefit time excluding sick and personal business leave, in increments of fifteen minutes after the initial use of one-half hour, and granted under the same criteria as vacation time. Employees may substitute equivalent earned time for sick leave in accordance to sick leave policies and procedures.~~
- f) Part-Time Work – Part-time employees whose base salary is other than an hourly

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

or daily basis shall be paid on a daily rate basis computed by dividing the annual rate of salary by the total number of work days in the year.

- g) Lump Sum Payment – Lump sum payment shall be provided for accrued vacation, sick leave and unused compensatory overtime at the current base rate to those employees separated from employment under the Personnel Code. Leaves of absence and temporary layoff (per 80 Ill. Adm. Code 302.510) are not separations and therefore lump sum payments cannot be given in these transactions. Methods of computation are explained in Section 310.520(a).

AGENCY NOTE: The method to be used in computing lump sum payment for accrued vacation, sick leave and unused compensatory overtime for an incumbent entitled to shift differential during the regular work hours will be to use the current base salary plus the shift differential pay. Sick leave earned prior to January 1, 1984 and after December 31, 1997 is not compensable. Sick leave earned and not used between January 1, 1984 and December 31, 1997 will be compensable at the current base daily rate times one-half of the total number of compensable sick days.

- h) Salary Treatment upon Return from Leave –
- 1) An employee returning from Military Leave (80 Ill. Adm. Code 302.220 and 303.170), Peace Corps Leave (80 Ill. Adm. Code 302.230), Service-Connected Disability Leave (80 Ill. Adm. Code 303.135), Educational Leave (80 Ill. Adm. Code 302.215), Disaster Service Leave With Pay (80 Ill. Adm. Code 303.175), Disaster Service Leave With Pay – Terrorist Attack (80 Ill. Adm. Code 303.176), Family Responsibility Leave (80 Ill. Adm. Code 303.148), ~~leave~~ to accept a temporary, emergency, provisional, exempt (80 Ill. Adm. Code 303.155) or trainee position, ~~leave~~ to serve in domestic peace or job corps (80 Ill. Adm. Code 302.230), or leave to serve in an interim assignment will have the employee's salary established as determined appropriate by the employing agency and approved by the Director of Central Management Services. However, in no event is the resulting salary to be lower than the minimum rate or higher than the maximum rate of the salary range. Creditable service date will be maintained.
 - 2) An employee returning to the employee's former salary range from any other leave (not mentioned in subsection (h)(1)) of over 14 days will be

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

placed at the salary which the employee received prior to the leave and the creditable service date will be extended by the duration of the leave.

- i) Employees in classes that are made subject to the Merit Compensation System will retain their current salary, except that in no event is the resultant salary to be lower than the minimum rate or higher than the maximum rate of the new salary range.
- j) Temporary Assignment Pay – ~~4)~~ When Required to Use Second Language Ability – Employees who are bilingual or have the ability to use sign language, Braille, or another second language (e.g., Spanish) and whose job descriptions do not require that they do so shall be paid temporary assignment pay when required to perform duties requiring the ability. The temporary assignment pay received is prorated based on 5% or \$100 per month, whichever is greater, in addition to the employee's base rate.
 - 2) ~~When an employee in a position represented by AFSCME – When an employee in a position represented by an AFSCME bargaining unit and allocated to the Public Service Administrator title is temporarily assigned to a non-bargaining unit position, the time frame shall not exceed 9 months, unless mutually agreed otherwise.~~
- k) Salary Treatment Upon Reemployment –
 - 1) Upon the reemployment of an employee in a class with the same salary range as the class for the position held before layoff, the employee will be placed at the same salary as held at the time of the layoff, and the employee's creditable service date will be adjusted to reflect that time on layoff does not count as creditable service time.
 - 2) Upon the reemployment of an employee in a class at a lower salary range than the range of the class for the position held before layoff, the employee will be placed at the same salary as held at the time of layoff, except that if this exceeds the maximum of the new range, the employee will be placed at that maximum salary. The creditable service date will be adjusted to reflect that time on layoff does not count as creditable service time.
- l) Reinstatement –

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

- 1) For Former State Employees Subject to the Personnel Code Who Had Intervening Employment Outside of State Government – Former State employees subject to the Personnel Code who had intervening employment outside of State government shall be paid under the conditions and requirements applicable to entrance base salary (see subsections (b), (b)(1) and (b)(2)(A)).
- 2) For Former State Employees Subject to the Personnel Code Who Had No Intervening Employment or Only Had Intervening State Government Employment – For former State employees subject to the Personnel Code who had no intervening employment or only had intervening State government employment, the salary upon reinstatement should not provide more than a 5% increase over the candidate's current base salary or exceed the salary rate held in the position ~~in which~~^{where} previously certified without prior approval of the Director ~~of Central Management Services~~. In no event is the resulting salary to be lower than the minimum rate or higher than the maximum rate of the salary range. Any deviation from the 5% maximum, except when the resulting salary is the minimum rate of the salary range, is a special salary adjustment (see Section 310.470).
- m) Bilingual Pay – Individual positions whose job descriptions require the use of sign language, Braille, or another second language (e.g., Spanish) shall receive 5% or \$100 per month, whichever is greater, in addition to the employee's base rate.
- n) Clothing or Equipment Allowance – An employee may be paid an amount in addition to the employee's base salary to compensate for clothing or equipment that is required in the performance of assigned duties. The amount will be determined by the Director of the employing agency, and will require approval of the Director of Central Management Services. The Director of Central Management Services will approve the manner and rate of this provision after considering the need of the employing agency, the treatment of other similar situations, prevailing practices of other employers, and the equity of the particular circumstance.
- o) Interim Assignment Pay – This subsection ~~of the Pay Plan~~ explains interim assignment pay as applied to certified non-bargaining unit employees in a merit compensation (including broad-band) position assigned to perform on a full-time

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

interim basis and be accountable for the higher-level duties and responsibilities of the non-bargaining unit (merit compensation, including broad-band) position. On the effective date of the employee's interim assignment ([see](#) 80 Ill. Adm. Code 302.150(j)), the employee shall receive an adjustment as if the employee received a promotion into the higher range. When assigned to the merit compensation position, the adjustment is an amount not more than 5% of the employee's current base salary. In no event is the resulting salary to be lower than the minimum rate or greater than the maximum rate of the salary range to which the employee is being assigned. Upon interim assignment, the employee's creditable service date shall not change. Any deviation from the 5% maximum, except when the resulting salary is the minimum rate of the salary range, is a special salary adjustment (see Section 310.470).

- p) International Differential Pay – For positions with a headquarters outside of the United States, a differential shall be made once a month to the base salary of the employee residing outside the United States to compensate for a change in the currency exchange rate.

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

Section 310.500 Definitions

The following are definitions of certain terms and are for purposes of clarification as they affect the Merit Compensation System only.

"Adjustment in Salary" – A change in salary occasioned by previously committed error or oversight, or required in the best interest of the agency or the state as defined in Sections 310.470 and 310.480.

"Agency" means an agency (e.g., Department, Board, Commission, etc.) of Illinois State government whose employees are subject to this Part.

"Anticipated Starting Salary" – A position-specific rate or range within the pay grade or salary range assigned to the classification title to which the position being filled is allocated and based on the value of the work to be performed in the position description. The anticipated starting salary is published in the posting of a position opening. When valuing the work to be performed in the position description, agencies, boards and commissions shall consider questions based on the factors located in Section ~~310.470~~[310.70](#). The factors are: is the valuation

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

consistent with the treatment of other similar situations; is the valuation equitable in view of the particular circumstances; what are the staffing needs and requirements of the employing agency; and are there labor market influences on recruitment for the classification or position. Some of the questions to be considered are: how are others in this title in the agency compensated; how many staff does the position supervise; what is the scope of the position's area of responsibility; is the position similar to positions at other agencies and, if so, how are those employees compensated; what types of subordinates report to the position and how are they compensated; does this position require a license that is difficult to obtain; has the agency unsuccessfully attempted to fill the position and, if so, how many times; and if the position has private sector counterparts, how are they compensated? This is a non-exhaustive list of factors and questions for agencies, boards and commissions to consider when developing an anticipated starting salary.

"Base Salary" – The dollar amount of pay of an employee as determined under the provisions of the Merit Compensation System. Base salary does not include commission, incentive pay, bilingual pay, longevity pay, overtime pay, shift differential pay or deductions for time not worked.

"Bilingual Pay" – The dollar amount per month, or percentage of the employee's monthly base salary, paid in addition to the employee's base salary when the individual position held by the employee has a job description that requires the use of sign language, Braille, or another second language (e.g., Spanish), or that requires the employee to be bilingual.

"Classification" – The classification established by the Department of ~~Central Management Services~~ and approved by the Civil Service Commission based on Section 8a(1) of the Personnel Code and to which one or more positions are allocated based upon similarity of duties performed, responsibilities assigned and conditions of employment. Classification may be abbreviated to "class" and referred to by its title or title code.

"Class Specification" – The document comprising the title, title code, effective date, distinguishing features of work, illustrative examples of work and desirable requirements.

"Creditable Service" – All service in full or regularly scheduled part-time pay status beginning with the date of initial employment or the effective date of the

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

last in-range or promotional salary increase. Reevaluations (Sections 310.460(c) and 310.480(d)), reallocations (Sections 310.460(b) and 310.480(b)), adjustments (Sections 310.470, 310.480(e) and 310.495(c)) and interim assignments (Section 310.490(p)) shall not change the creditable service date.

"Comparable Classes" – Two or more classes that are in the same salary range.

"Demotion" – The assignment for cause of an employee to a vacant position in a class in a lower salary range than the former class.

"Department" or "CMS" means the Department of Central Management Services.

"Differential" – The additional compensation added to the base salary of an employee resulting from conditions of employment imposed during the normal schedule of work.

"Director" means the Director of the Department of Central Management Services.

"Entrance Base Salary" – The initial base salary assigned to an employee upon entering State service.

"In-hire Rate" – An in-hire rate is a minimum rate/step for a class that is above or below the normal minimum of the range or full scale rate, as approved by the Director ~~of Central Management Services~~ after a review of competitive market starting rates for similar classes or as negotiated between the Director ~~of Central Management Services~~ and a bargaining unit.

"Maximum Rate of Pay" – The highest rate of pay for a given salary range.

"Minimum Rate of Pay" – The lowest rate of pay for a given salary range. Normally the minimum rate of pay represents the salary to be paid a qualified employee who is appointed to a position in a class assigned to a given salary range.

"Option" – The denotation of directly-related education, experience and/or knowledge, skills and abilities required to qualify for the position allocated to the classification. The requirements may meet or exceed the requirements indicated in the class specification. The following options are for the Public Service

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Administrator classification and have a negotiated pay grade and/or a broad-banded salary range assigned:

1	=	General Administration/Business/Marketing/Labor/Personnel
2	=	Fiscal Management/Accounting/Budget/Internal Audit/Insurance/Financial
2B	=	Financial Regulatory
2C	=	Economist
3	=	Management Information System/Data Processing/ Telecommunications
3J	=	Java Application Developer
3N	=	Networking
4	=	Physical Sciences/Environment
6	=	Health and Human Services
6C	=	Health Statistics
6D	=	Health Promotion/Disease Prevention
6E	=	Laboratory Specialist
6F	=	Infectious Disease
6G	=	Disaster/Emergency Medical Services
6H	=	Illinois Council on Developmental Disabilities Program Specialist
7	=	Law Enforcement/Correctional
7A	=	Special Agent Supervisor
8A	=	Special License – Architect License
8B	=	Special License – Boiler Inspector License
8C	=	Special License – Certified Public Accountant
8D	=	Special License – Federal Communications Commission License/National Association of Business and Educational Radio
8E	=	Special License – Engineer (Professional)
8F	=	Special License – Federal Aviation Administration Medical Certificate/First Class
8G	=	Special License – Clinical Professional Counselor
8H	=	Special License – Environmental Health Practitioner
8I	=	Special License – Professional Land Surveyor License
8J	=	Food Sanitation Certificate/Licensed Dietitian
8K	=	Special License – Licensed Psychologist
8L	=	Special License – Law License

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

8N	=	Special License – Registered Nurse License
8O	=	Special License – Occupational Therapist License
8P	=	Special License – Pharmacist License
8Q	=	Special License – Religious Ordination by Recognized Commission
8R	=	Special License – Dental Hygienist
8S	=	Special License – Social Worker/Clinical Social Worker
8T	=	Special License – Professional Educator License and Administrative Endorsement
8U	=	Special License – Physical Therapist License
8V	=	Special License – Audiologist License
8W	=	Special License – Speech-Language Pathologist License
8Y	=	Special License – Plumbing License
8Z	=	Special License – Special Metrologist Training
9A	=	Special License – Certified Internal Auditor
9B	=	Special License – Certified Information Systems Auditor
9C	=	Special License – Landscape Architect
9D	=	Special License – Certified Real Estate Appraisal License
9G	=	Special License – Registered Professional Geologist License

The following options are for the Senior Public Service Administrator classification and have a negotiated pay grade and/or a broad-banded salary range assigned:

1	=	General Administration/Business/Marketing/Labor/Personnel
2	=	Fiscal Management/Accounting/Budget/Internal Audit/Insurance/Financial
2A	=	Revenue Audit Field Manager
2B	=	Financial Regulatory
2C	=	Economist
3	=	Management Information System/Data Processing/Telecommunications
4	=	Physical Sciences/Environment
5	=	Agriculture/Conservation
6	=	Health and Human Services
6H	=	Developmental Disabilities Program Policy

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

7	=	Law Enforcement/Correctional
7A	=	Criminal Investigation Chief
8A	=	Special License – Architect License
8B	=	Special License – Boiler Inspector License
8C	=	Special License – Certified Public Accountant/Certified Internal Auditor/Certified Information Systems Auditor
8D	=	Special License – Dental License
8E	=	Special License – Engineer (Professional)
8F	=	Special License – Clinical Professional Counseling
8G	=	Special License – Geologist License
8H	=	Special License – Environmental Health Practitioner
8I	=	Special License – Illinois Auctioneer License
8K	=	Special License – Licensed Psychologist
8L	=	Special License – Law License (Illinois)
8M	=	Special License – Veterinary Medicine License
8N	=	Special License – Nurse (Registered IL) License
8O	=	Special License – Occupational Therapist License
8P	=	Special License – Pharmacist License
8Q	=	Special License – Nursing Home Administration License
8R	=	Special License – Real Estate Brokers License
8S	=	Special License – Social Worker/Clinical Social Worker
8T	=	Special License – Professional Educator License and Administrative Endorsement
8U	=	Special License – Landscape Architect
8Z	=	Special License – Certified Real Estate Appraisal License

Other classification titles contain an option and the option also may denote differences in the distinguishing features of work indicated in the classification specification. The classification titles containing an option are:

Children and Family Service Intern, Option 1
Children and Family Service Intern, Option 2
Health Services Investigator II, Option A – General
Health Services Investigator II, Option C – Pharmacy
~~Substance Inspector~~
Juvenile Justice Youth and Family Specialist Option 1

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Juvenile Justice Youth and Family Specialist Option 2
Medical Administrator I Option C
Medical Administrator I Option D
Medical Administrator II Option C
Medical Administrator II Option D
Physician Specialist – Option A
Physician Specialist – Option B
Physician Specialist – Option C
Physician Specialist – Option D
Physician Specialist – Option E
Research Fellow, Option B

"Performance Review" – The required review of an employee's on-the-job performance as measured by a specific set of criteria.

"Performance Review Date" – The date on which the annual merit increase and bonus shall be made effective if a performance review indicates it is appropriate. Actual performance review procedures are to be completed prior to the effective date of any recommendation to allow sufficient time for the records to be processed by the originating agency.

"Promotion" – The appointment of an employee, with the approval of the agency and the Department of Central Management Services, to a vacant position in a class in a higher salary range than the former class.

"Reallocation" – A position action in which gradual changes in a single position's assigned duties and responsibilities accumulate and result in the assignment of the position to another class.

"Reclassification" – A position action that occurs subsequent to approval of a new or revised classification by the Civil Service Commission and results in the assignment of a position or positions to a different class.

"Reevaluation" – The assignment of a different salary range to a class of positions based upon a change in relation to other classes or to the labor market.

"Salary Range" – The dollar values encompassed by the minimum and maximum rates of pay of a salary range assigned to a class title.

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

"Transfer" – The assignment of an employee to a vacant position in a class having the same salary range.

"Work Year" – That period of time determined by the agency and filed with the Department of Central Management Services in accordance with 80 Ill. Adm. Code 303.300.

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

Section 310.530 Implementation

- a) The salary schedules for the Merit Compensation System will continue as set forth in Appendices D and G (Pay Plan).
- b) The Merit Increase and Bonus Guidechart as set forth in Section 310.540 (Pay Plan).
- c) The Fiscal Year ~~2021~~2020 Merit Compensation ~~Stipend and~~ Cost-of-Living Adjustment as set forth in Section 310.550 (Pay Plan).

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

Section 310.550 Fiscal Year ~~2021~~2020 Merit Compensation ~~Stipend and~~ Cost-of-Living Adjustment

Effective July 1, 2020, each current merit compensation (includes broad-band) State employee shall receive a 2.10% cost-of-living adjustment to the employee's base salary. No temporary, emergency or provisional employee shall receive the cost-of-living adjustment. The Department will program the cost-of-living adjustment automatically. No agency action will be required.

- a) ~~Fiscal Year 2020 Merit Compensation Stipend~~
 - 1) ~~Eligibility~~—Eligibility for a merit compensation stipend requires that the ~~current merit compensation (includes broad band) employee was on active payroll effective December 31, 2018, was on active payroll November 22, 2019 in a merit compensation position, and did not receive a special salary adjustment (CMS-163) on or after November 1, 2018, unless the special salary adjustment was to correct an error or oversight. If an employee has been on unpaid leave of absence and was on active~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~payroll at some time during July 1, 2015 through December 1, 2019, the employee shall receive a prorated merit compensation stipend upon return from leave to the merit compensation position effective on or before June 30, 2023. The employee is credited with the entire year if the employee was employed December 31 of that fiscal year. No employee on unpaid leave throughout the entire four years (July 1, 2015 through December 1, 2019) shall be eligible to receive a stipend. No temporary, emergency or provisional employee shall be eligible to receive the stipend.~~

2) Stipend

~~A) The merit compensation stipend shall be a one-time payment to an eligible employee. The amount of the stipend shall be up to \$2,500 based on the employee's years of service in a merit compensation position (see subsection (a)(2)(C)). This stipend requirement is effective November 1, 2019.~~

~~B) The stipend shall:~~

- ~~i) be processed on a separate payroll voucher (supplemental) that does not include any other type of payment;~~
- ~~ii) be treated as pensionable income;~~
- ~~iii) reflect withholding of federal and State income tax, Federal Insurance Contributions Act (FICA) taxes and Medicare taxes;~~
- ~~iv) reflect, if applicable, withholding for child support, garnishments and tax levies;~~
- ~~v) be subject to the recipient's normal W-4 withholdings; and~~
- ~~vi) not be incorporated into the employee's base salary.~~

~~C) The total dollar amount of the stipend shall be prorated by 25% per fiscal year based on the employee's years of continuous service from July 1, 2015 through and including June 30, 2019. For example, a full-time employee employed in a merit compensation~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~position for all four years or longer shall receive a \$2,500 stipend; an employee employed in a merit compensation position for three years shall receive \$1,875; an employee employed two years shall receive \$1,250; and an employee employed only one year shall receive \$625.~~

- b) ~~Fiscal Year 2020 Merit Compensation Cost of Living Adjustment—Effective January 1, 2020, each current merit compensation (includes broad band) state employee who was on active payroll December 31, 2018 shall receive a 1.50% cost of living adjustment to the employee's base salary. No temporary, emergency or provisional employee shall receive the cost of living adjustment. The Department of Central Management Services shall program the cost of living adjustment automatically. No agency action shall be required.~~

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Section 310.APPENDIX A Negotiated Rates of Pay

Section 310.TABLE A RC-104 (Conservation Police Supervisors, Illinois Fraternal Order of Police Labor Council)

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Plan Code</u>
Conservation Police Sergeant	09347	RC-104	Q
Conservation Police Lieutenant	09339	RC-104	Q

NOTES: ~~Determination of Pay Grade Assignment to Classification—The State agrees to negotiated with the Union as to the appropriate pay grade to be assigned to job classifications determined to be in the RC-104 bargaining unit. If no agreement is reached between the parties, the Union shall be allowed to file a grievance in accordance with Article X of the Agreement between the State of Illinois- Department of Central Management Services (Natural Resources) and the Illinois Fraternal Order of Police (FOP) Labor Council signed July 31, 2019. The grievance shall be filed at Step 4 of the grievance procedure. In the event that an appropriate resolution is not reached at Step 4, then the issue may be submitted to an arbitrator. The arbitrator shall determine the reasonableness of the proposed salary grade in relationship to: a) the job content and responsibilities attached thereto in comparison with the job content and responsibilities of other position classifications in the classification series and in the bargaining unit; b) like position with similar job content and responsibilities within the labor market generally. The pay grade originally assigned by the State shall remain in effect pending the arbitrator's decision.~~

~~Step Placement—Employees shall have their salary history rebuilt and employees shall be placed on the correct step for the salary steps missed during the 2015 through 2019 contract years, which includes back pay for steps missed including promotional steps missed.~~

Stipend – Effective June 30, 2019, all bargaining unit employees shall receive a one-time stipend of \$2,500 prorated by 25% for each year the employee was employed from July 1, 2015 through July 1, 2019.

Satisfactory Performance Increase (Step Increase) – For Steps 1 through 7, employees shall receive a step increase to the next higher step upon satisfactory completion of

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

twelve months of creditable service in the step and within the position classification, including successor title changes not involving pay grade changes.

~~Clothing and Equipment Reimbursement—The State shall provide any special clothing, and/or equipment or the equivalent by reimbursement that is required by the State and/or is determined by the State as being necessary for the employees to perform their work. The State shall pay for the maintenance of all clothing and equipment determined by the State as being necessary. The State shall reimburse employees for any losses of personal property incurred as a result of the performance of their official duties.~~

In-Hire Rate – Effective July 31, 2019, new bargaining unit members, regardless of their current rank, shall be hired at 33% of the differential between a Conservation Police Officer II and the new member's new rank at the appropriate longevity level. Upon successful completion of 18 months of service, the new member shall be paid 66% of the rank differential between a Conservation Police Officer II and the new member's new rank at the appropriate longevity level. Upon completion of 36 months of service, the new member shall be paid 100% of the rank differential between a Conservation Police Officer II and the new member's new rank at the appropriate longevity level.

Longevity Bonus – Employees shall receive longevity bonuses at the beginning of the 9, 10, 12.5, 14, 15, 17.5, 20, 21, 22.5 and 25 years of service.

Effective July 1, 2015

Title	STEPS						
	1	2	3	4	5	6	7
Conservation Police Sergeant	5598	5884	6168	6456	6755	7072	7236
Conservation Police Lieutenant	5816	6114	6409	6708	7019	7347	7518

Longevity Bonus Rates

Title	9	10	12.5	14	15	17.5	20	21	22.5	25
	Yrs									
Conservation Police Sergeant	7400	7826	8020	8260	8500	8893	9317	9405	9841	10298

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Conservation Police

Lieutenant	7689	8131	8333	8582	8831	9240	9680	9773	10224	10700
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Effective January 1, 2020

Title	S T E P S						
	1	2	3	4	5	6	7
Conservation Police Sergeant	5,682	5,972	6,261	6,553	6,856	7,178	7,345
Conservation Police Lieutenant	5,903	6,206	6,505	6,809	7,124	7,457	7,631

Longevity Bonus Rates

Title	9 Yrs	10 Yrs	12.5 Yrs	14 Yrs	15 Yrs	17.5 Yrs	20 Yrs	21 Yrs	22.5 Yrs	25 Yrs
Conservation Police Sergeant	7,511	7,943	8,140	8,384	8,628	9,026	9,457	9,546	9,989	10,452
Conservation Police Lieutenant	7,804	8,253	8,458	8,711	8,963	9,379	9,825	9,920	10,377	10,861

Effective July 1, 2020

Title	S T E P S						
	1	2	3	4	5	6	7
Conservation Police Sergeant	5,801	6,097	6,392	6,691	7,000	7,329	7,499
Conservation Police Lieutenant	6,027	6,336	6,642	6,952	7,274	7,614	7,791

Longevity Bonus Rates

Title	9 Yrs	10 Yrs	12.5 Yrs	14 Yrs	15 Yrs	17.5 Yrs	20 Yrs	21 Yrs	22.5 Yrs	25 Yrs
Conservation Police Sergeant	7,669	8,110	8,311	8,560	8,809	9,216	9,656	9,746	10,199	10,671
Conservation Police Lieutenant	7,968	8,426	8,636	8,894	9,151	9,576	10,031	10,128	10,595	11,089

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Effective July 1, 2021

Title	S T E P S						
	1	2	3	4	5	6	7
Conservation Police Sergeant	6,030	6,338	6,644	6,955	7,277	7,618	7,795
Conservation Police Lieutenant	6,265	6,586	6,904	7,227	7,561	7,915	8,099

Longevity Bonus Rates

Title	9 Yrs	10 Yrs	12.5 Yrs	14 Yrs	15 Yrs	17.5 Yrs	20 Yrs	21 Yrs	22.5 Yrs	25 Yrs
Conservation Police Sergeant	7,972	8,430	8,639	8,898	9,157	9,580	10,037	10,131	10,602	11,093
Conservation Police Lieutenant	8,283	8,759	8,977	9,245	9,512	9,954	10,427	10,528	11,014	11,527

Effective July 1, 2022

Title	S T E P S						
	1	2	3	4	5	6	7
Conservation Police Sergeant	6,268	6,588	6,906	7,230	7,564	7,919	8,103
Conservation Police Lieutenant	6,512	6,846	7,177	7,512	7,860	8,228	8,419

Longevity Bonus Rates

Title	9 Yrs	10 Yrs	12.5 Yrs	14 Yrs	15 Yrs	17.5 Yrs	20 Yrs	21 Yrs	22.5 Yrs	25 Yrs
Conservation Police Sergeant	8,287	8,763	8,980	9,249	9,519	9,958	10,433	10,531	11,021	11,531
Conservation Police Lieutenant	8,610	9,105	9,332	9,610	9,888	10,347	10,839	10,944	11,449	11,982

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Section 310.APPENDIX A Negotiated Rates of Pay

Section 310.TABLE B VR-706 (Assistant Automotive Shop Supervisors, Automotive Shop Supervisors and Meat and Poultry Inspector Supervisors, Laborers' – ISEA Local #2002)

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Plan Code</u>
Assistant Automotive Shop Supervisor	01565	VR-706	B
Automotive Shop Supervisor	03749	VR-706	B
Meat and Poultry Inspector Supervisor	26073	VR-706	B

NOTE: ~~Employer~~—"Employer" refers to the Illinois Departments of Central Management Services or Agriculture as the context may require.

~~Pay Determinations for Successor, New or Changed Existing Classes—The Employer agrees to negotiate with the Union as to the appropriate pay grade to be assigned to job classifications determined to be in the VR-706 bargaining unit. If no agreement is reached between the parties, the Union shall be allowed to file a grievance in accordance with Article 11 of the Agreement signed August 28, 2019. The grievance shall be filed at Step 4 of the grievance procedure. In the event that an appropriate resolution is not reached at Step 4, then the issue may be submitted to an arbitrator. The arbitrator shall determine the reasonableness of the proposed salary grade in relationship to the job content and responsibilities attached thereto in comparison with the job content and responsibilities of other position classifications in the classification series and in the bargaining unit, and like positions with similar job content and responsibilities within the labor market generally. The pay grade originally assigned by the Employer shall remain in effect pending the arbitrator's decision.~~

~~Stipend – All bargaining unit employees on active payroll on August 28, 2019 shall receive a one-time stipend of \$2,500 prorated by 25% for each year the employee was employed from July 1, 2015 through June 30, 2019. The stipend shall be paid as soon as practicable after August 28, 2019.~~

~~Sub-Steps – Step 1a, 1b, and 1c shall be implemented for all employees hired on or after April 1, 2013, with a 3% step differential. Effective July 1, 2019, Step 1a, 1b, and 1c shall be increased by \$25 per month, with subsequent \$25 per month increases effective. Effective July 1, 2020 and, Step 1a, 1b, and 1c shall be increased by an additional \$25 per month. Effective July 1, 2021, Step 1a, 1b, and 1c shall be~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~increased by an additional \$25 per month. The rates are set out in the rate tables below.~~

~~General Increases – The pay rates for all bargaining unit positions covered by the Agreement signed August 28, 2019 shall be increased by the specified percentage amounts effective on the following dates: January 1, 2020, 1.50%; July 1, 2020, effective January 1, 2020. The salary scale for all positions covered by the Agreement signed August 28, 2019 shall be increased by 2.10%; July 1, 2021, effective July 1, 2020. The salary scale for all positions covered by the Agreement signed August 28, 2019 shall be increased by 3.95%; and July 1, 2022, effective July 1, 2021. The salary scale for all positions covered by the Agreement signed August 28, 2019 shall be increased by 3.95%, effective July 1, 2022. Pay rates for each step and their effective dates are listed in the rate tables in this Section.~~

~~Step Increases – Upon satisfactory completion of twelve (12) months creditable service in a step, employees shall receive a step increase to the next higher step. Other Pay Plan provisions under the Personnel Rules shall apply.~~

~~Holiday Pay – An employee who is required to work on an approved State holiday may, at the employee's discretion, choose double time cash in lieu of having compensatory time off at a future date. An employee who works on Thanksgiving Day, the day after Thanksgiving or Christmas Day is compensated at the rate of one time and one-half (1½) cash payment in addition to Holiday pay. For the purposes of overtime computation, holidays shall count as time worked, unless such holiday falls on the employee's regularly scheduled day off. Holiday time may be taken in one (1) hour increments. To be eligible for holiday pay, the employee shall work the employee's last scheduled workday before the holiday and first day scheduled workday after the holiday, unless absence on either or both of these workdays is for good cause and approved by the operating agency.~~

~~Bilingual Pay – Positions whose job descriptions require the use of sign language or which require the employee to be bilingual, shall receive an additional \$100 per month or 5.0% of their monthly base salary whichever is greater.~~

~~Grievance Time Off – The grievant and/or the Union steward shall be permitted reasonable time without loss of pay during their normal working hours to process a grievance. No employee or Union steward shall leave his/her work to process a grievance without first notifying and receiving authorization from his/her supervisor, which authorizations shall not unreasonably be withheld. Such leave shall not~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~interfere with the operating needs of the agency. Such reasonable time off shall not exceed four (4) hours in any one day, except for arbitration days. The Employer shall not be responsible for any subsistence expenses incurred by the grievants or the Union steward in the processing of grievances. Such witnesses who have been subpoenaed and who are State employees and whose testimony is pertinent to the grievance presentation will be permitted reasonable time off without loss of pay to attend grievance or arbitration hearings.~~

~~Maternity/Paternity/Adoption Leaves—All employees who provide proof of their pregnancy or that of their female partner at least 30 days prior to the expected due date will be eligible for 10 weeks (50 work days) of paid maternity/paternity leave for each pregnancy resulting in birth or multiple births. Should both parents be employees they shall each be eligible for 10 weeks of paid maternity/paternity leave which may be taken consecutively or concurrently. No employee will be allowed to take less than a full work week (5 consecutive days). Regardless of the number of pregnancies in a year, no employee shall receive more than 10 weeks (50 work days) of paid leave under this Section per year. The State shall require proof of the birth. In addition, non-married male employees may be required to provide proof of paternity such as a birth certificate or other appropriate documentation confirming paternity. Leaves under this Section shall also be granted in cases of a full term still born child for a maximum of five (5) weeks. All bargaining unit members are eligible for ten weeks (50 days) of paid leave with a new adoption, with the leave to commence when physical custody of the child has been granted to the member, provided that the member can show that the formal adoption process is underway. In the event the child was in foster care immediately preceding the adoption process, the leave will commence once a court order has been issued for permanent placement and the foster parent has been so notified of their right to adopt as long as the foster child has not resided in the home for more than three (3) years. The agency personnel office must be notified, and the member must submit proof that the adoption has been initiated. Should both parents be employees, they shall each be eligible for 10 weeks of paid maternity/paternity leave which may be taken consecutively or concurrently. No employee will be allowed to take less than a full work week (5 consecutive work days). Regardless of the number of adoptions in a year, no individual shall receive more than 10 weeks (50 work days) of said leave under this Section per year. Maternity/Paternity leave is for the purpose of bonding with the new member of the household. Employees are not eligible for the above referenced leave in the event the adoption is for a stepchild or relative with whom the employee has previously established residency, for a period one (1) year or more.~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~Bereavement Leave—Upon request, employees shall be granted paid leave of up to two (2) scheduled work days to attend the funeral or similar service, for related travel, and bereavement time, upon the death of a member of the employee's immediate family. Leave shall be limited to one instance per calendar year. Documentation of the reason for the funeral/bereavement leave, attendance at the funeral or similar service, and relationship to the deceased may be required. Immediate family is defined pursuant to this Section as: father, mother, sister, brother, spouse, children, grandparent and grandchildren including relationships established by marriage. For purposes of application of Bereavement Leave, relationships existing due to marriage will terminate upon death or divorce of the relative through whom the marriage relationship exists. Current marital status will be defined in accordance with State law.~~

~~Vacation Payment—If due to operational needs, the Employer cannot grant an employee's request for vacation time within the 24 month period after the expiration of the calendar year such time was earned, such vacation time shall be liquidated in cash at straight time provided the employee has made at least three (3) separate requests with at least 15 days between each request, for such time within the calendar year preceding liquidation. No salary payment shall be made in lieu of vacation earned but not taken except as provided in this Section and on termination of employment for eligible employees with at least six (6) months of continuous service in which case the effective date of termination shall not be extended by the number of days represented by said salary payment.~~

~~Temporary Assignment—No employee shall be required to work in a temporary position in excess of six (6) months per calendar year. For a period in excess of six (6) months, the employer shall advise the Union as to the rationale for such extension. This information shall be provided at the time the Employer determines to extend the temporary assignment. The Employer agrees not to rotate temporary assignments for the purpose of avoiding temporary assignment pay.~~

~~Clothing and Equipment—The Employer shall provide any special clothing, and/or equipment or the equivalent by reimbursement which is required by the Employer and/or is determined by the Employer as being necessary for such employees to perform their work. Clothing will be provided to Automotive Shop Supervisors and Assistant Automotive Shop Supervisors. If an employee elects not to utilize the provided clothing, the employee will notify management. Employees are responsible for wearing solid colored slacks or jeans and a button shirt with a collar with no logos. Such equipment issued remains the property of the Employer and~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

shall not be used by the employee at any time other than while said employee is on duty. An employee shall be responsible for full and careful maintenance of this equipment. In the event the Employer determines to add or remove special clothing and/or equipment, upon timely request by the Union, the parties shall negotiate the impact of the decision.

Biannual Labor Management Meetings Attendance—The Employer shall allow up to two (2) bargaining unit employees to attend the biannual labor management meetings without loss of pay for their normal work hours. Attendance at such meeting shall not be unreasonably denied but shall not interfere with the agency's operations. Travel expenses associated with these meetings shall be the responsibility of the employee.

2015-2019 Backpay—The Employer will pay bargaining unit members for all back pay owed from the wage freeze from 2015 to 2019, including any pay from missed steps or longevity adjustments.

Longevity Pay – Effective July 1, 2013, an employee on Step 8, having 10 years of continuous service and three years creditable service at Step 8, shall be paid an additional \$50 per month. An employee with 15 years continuous services and three years of creditable service at Step 8 shall receive an additional \$75 per month.

Effective July 1, 2019

<u>Title</u>	<u>STEPS</u>										
	<u>1e</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
Assistant Automotive Shop Supervisor	3956	4086	4215	4320	4448	4576	4704	4831	4960	5090	5218
Automotive Shop Supervisor	4865	5024	5184	5318	5484	5652	5818	5986	6153	6321	6487
Meat and Poultry Inspector Supervisor	4180	4318	4454	4567	4764	4954	5142	5341	5641	5755	5812

Effective January 1, 2020

<u>Title</u>	<u>STEPS</u>										
	<u>1e</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
Assistant Automotive Shop Supervisor	4015	4147	4278	4385	4515	4645	4775	4903	5034	5166	5296

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Automotive Shop Supervisor	4938	5099	5262	5398	5566	5737	5905	6076	6245	6416	6584
Meat and Poultry Inspector											
Supervisor	4243	4383	4521	4636	4835	5028	5219	5421	5726	5841	5899

Effective July 1, 2020

<u>Title</u>	S T E P S										
	<u>1c</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
Assistant Automotive Shop Supervisor	4124	4259	4393	4477	4610	4743	4875	5006	5140	5274	5407
Automotive Shop Supervisor	5067	5231	5398	5511	5683	5857	6029	6204	6376	6551	6722
Meat and Poultry Inspector Supervisor	4357	4500	4641	4733	4937	5134	5329	5535	5846	5964	6023

Effective July 1, 2021

<u>Title</u>	S T E P S										
	<u>1c</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
Assistant Automotive Shop Supervisor	4312	4452	4592	4654	4792	4930	5068	5204	5343	5482	5621
Automotive Shop Supervisor	5292	5463	5636	5729	5907	6088	6267	6449	6628	6810	6988
Meat and Poultry Inspector Supervisor	4554	4703	4849	4920	5132	5337	5539	5754	6077	6200	6261

Effective July 1, 2022

<u>Title</u>	S T E P S										
	<u>1c</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
Assistant Automotive Shop Supervisor	4482	4628	4773	4838	4981	5125	5268	5410	5554	5699	5843
Automotive Shop Supervisor	5501	5679	5859	5955	6140	6328	6515	6704	6890	7079	7264
Meat and Poultry Inspector Supervisor	4734	4889	5041	5114	5335	5548	5758	5981	6317	6445	6508

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Section 310.APPENDIX A Negotiated Rates of Pay**Section 310.TABLE C RC-056 (Site Superintendents and Departments of Veterans' Affairs, Natural Resources, Human Services and Agriculture and Historic Preservation Agency Managers, IFPE)**

Title	Title Code	Bargaining Unit	Pay Grade
Agricultural Executive	00800	RC-056	20
Agricultural Land and Water Resources Supervisor	00811	RC-056	21
Natural Resources Education Program Coordinator	28834	RC-056	20
Natural Resources Grant Coordinator	28835	RC-056	19
Natural Resources Manager I	28836	RC-056	20
Natural Resources Manager II	28837	RC-056	22
Natural Resources Manager III	28838	RC-056	24
Natural Resources Site Manager I	28841	RC-056	20
Natural Resources Site Manager II	28842	RC-056	22
Plant and Pesticide Specialist Supervisor	32506	RC-056	19
Security Officer Chief (See Note)	39875	RC-056	16
Security Officer Lieutenant (See Note)	39876	RC-056	14
Site Superintendent I	41211	RC-056	19
Site Superintendent II	41212	RC-056	21
Site Superintendent III	41213	RC-056	23
Veterinary Consumer Safety Officer	47911	RC-056	19
Veterinary Pathologist	47916	RC-056	23
Veterinary Supervisor I	47917	RC-056	21
Veterinary Supervisor II	47918	RC-056	22
Warehouse Examiner Supervisor	48786	RC-056	19

NOTES: ~~Employer—"Employer" refers to the Director of the Illinois Department of Central Management Services, agency heads or their representatives collectively or singly, as the context may require.~~

~~Pay Determinations for Successor, New or Changed Existing Classes—The Employer agrees to negotiate with IFPE as to the appropriate pay grade to be assigned to job classifications determined to be included in the RC-29-OCB bargaining unit. If no agreement is reached between the parties, IFPE shall be allowed to file a grievance in accordance with Article X of this Master Agreement (RC-029, RC-045, and RC-~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~056) signed September 26, 2019. The grievance shall be filed at Step 3 of the grievance procedure. The arbitrator shall determine the reasonableness of the proposed salary grade in relationship to: a) The job content and responsibilities attached thereto in comparison with the job content and responsibilities of other position classifications in the classification series and bargaining unit; b) Like positions with similar job content and responsibilities within the labor market generally. The pay grade originally assigned by the Employer shall remain in effect pending the arbitrator's decision. Should an arbitrator decide to increase the rate of pay for the position classification, such rate may be effective as of the date the Illinois State Labor Relations Board certifies the title for inclusion into the bargaining unit.~~

~~Impact of New Titles on Salaries – In the event that a title not currently in the RC-029, RC-045 or RC-056 bargaining unit is added to this unit, the parties agree to negotiate the salary of the position being added and to negotiate over the impact the salary of the new position has on the salary of any similar position in the bargaining unit. It is understood that disputes over the Employer's pay grade placement are not subject to the Grievance Procedure.~~

~~Step Placement – Effective July 1, 2013, the employees at the frozen agencies will be placed on the appropriate step of the wage scale that they would have been placed but for the freeze.~~

~~Step Increases – Employees who have not attained Step 8 shall receive a step increase to the next step upon satisfactory completion of ~~twelve (12)~~ months of creditable service.~~

~~General Increases – The pay rates for all bargaining unit classifications and steps~~Effective January 1, 2020, the pay rates for all bargaining unit classifications and steps shall be increased by the specified percentage amounts effective on the following dates: January 1, 2020, 1.50%; 1.5%. Effective July 1, 2020, the pay rates for all bargaining unit classifications and steps shall be increased by 2.10%; Effective July 1, 2021, the pay rates for all bargaining unit classifications and steps shall be increased by 3.95%; and. Effective July 1, 2022, the pay rates for all bargaining unit classifications and steps shall be increased by 3.95%. Pay rates for each step and their effective dates are listed in the rate tables in this Section~~The rates are set out in below tables.~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~Sub_Step Increases – Step 1a, 1b, and 1c shall be implemented for all employees hired on or after July 1, 2013, with a 3% step differential. Effective July 1, 2019, Step 1a, 1b, and 1c shall be increased by \$25 per month, with subsequent \$25 per month increases effective. Effective July 1, 2020 and, Step 1a, 1b, and 1c shall be increased by an additional \$25 per month. Effective July 1, 2021, Step 1a, 1b, and 1c shall be increased by an additional \$25 per month.~~

~~Payroll Errors—When errors are made which result in a significant reduction in an employee's pay, the Employer, when possible, will submit the required documentation to the Comptroller's Office within forty-eight (48) hours after the error is documented to and verified by payroll.~~

~~Date of Increase in Pay for Position Classification—The parties agree that pursuant to Article I, Recognition, Section 5, Pay, in the Master Agreement (RC 029, RC 045, and RC 056) signed September 26, 2019 should an arbitrator decide to increase the rate of pay for the position classification, such rate may be effective as of the date the Illinois State Labor Relations Board certifies the title for inclusion into the bargaining unit.~~

~~Severance Pay—Where a state facility closes permanently or a separately appropriated and funded program is permanently terminated, employees affected thereby with two (2) or more years seniority and on the agency's payroll at the time of such closure or termination, or who were previous laid off as a direct result of such closure or termination, not offered another bargaining unit position as defined below within sixty (60) days of such closure or termination and within fifty (50) miles of the employee's work location, shall be offered severance pay in the amount of one (1) month's compensation at their monthly rate of pay in effect at the time of such closure or termination. Provided, however, that an employee who elects to remain on the layoff list for a period in excess of six (6) months, or who obtains another bargaining unit position, or who refuses an appropriate position offered by the Employer within his/her position classification series, (or if his/her classification is the only one in its series, within comparable classification) shall forfeit any severance pay which is due under this Section. If an employee accepts severance pay he/she shall be considered terminated under Article VI, Section 3 in the Master Agreement (RC 029, RC 045, and RC 056) signed September 26, 2019.~~

~~Daylight Savings Time—Employees working during the shift when Daylight Savings Time changes to Standard Time will receive the appropriate rate of premium pay for the extra hour worked. However, when Standard Time changes to Daylight~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~Savings Time, employees will be allowed to use accumulated benefit time, excluding sick leave, to cover the one (1) hour reduction in work time.~~

~~Commercial Drivers License—If any employee is required to possess a CDL, the Employer shall reimburse the employee for the renewal costs of the CDL associated with its issuance and application fee.~~

~~Inconvenience Pay DHS only—In the event of a day off rotation schedule only, an employee who works more than five (5) days in any given seven (7) day period even though it overlaps work weeks, shall be paid inconvenience premium pay of 50¢ per hour above the regular rate of pay on each of those days worked over five (5) days within said seven-day period. There shall be no double payment or calculation of the same days within a given seven-day period.~~

~~Canine Handlers Pay—Effective July 1, 2009, Canine Handlers shall receive one (1) hour straight time compensation seven days a week for canine maintenance.~~

~~Attendance in Court—Any permanent employee called for jury duty or subpoenaed by any legislative, judicial or administrative tribunal, shall be allowed time away from work without loss of pay during his/her working hours for such purposes except in matters of non-work related personal litigation. Upon receiving the sum paid for jury service or witness fee, the employee shall submit the warrant, or its equivalent, to the agency to be returned to the fund in the State Treasury from which the original payroll warrant was drawn. Provided, however, an employee may elect to fulfill such call or subpoena on accrued time off and personal leave and retain the full amount received for such service. Jury duty service shall replace an employee's shift on regularly scheduled work days. Emergency or temporary employees shall be allowed time off without pay for such purpose and shall be allowed to retain the reimbursement received therefore.~~

~~Maternity/Paternity/Adoption Leave—All employees who provide proof of their pregnancy or that of their female partner at least 30 days prior to the expected due date will be eligible for four ten (10) weeks (50 work days) of paid maternity/paternity leave for each pregnancy resulting in birth or multiple births. Should both parents be employees they shall each be eligible for ten (10) weeks (50 work days) of paid maternity/paternity which may be taken consecutively or concurrently. No employee will be allowed to take less than full work week (5 consecutive days). Regardless of the number of pregnancies in a year, no employee shall receive more than the (10) weeks (50) work days of paid leave under this~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~Section per year. The State shall require proof of birth. In addition, non-married male employees may be required to provide proof of paternity such as a birth certificate or other appropriate documentation confirming paternity. Leaves under this section shall also be granted in cases of a full term still born child for a maximum of five (5) weeks. All bargaining unit members are eligible for ten (10) weeks (50 work days) of paid leave with a new adoption, with the leave to commence when physical custody of the child has been granted to the member, provided that the member can show that the formal adoption process is underway. In the event the child was in foster care immediately preceding the adoption process the leave will commence once a court order has been issued for permanent placement and the foster parent has been so notified of their right to adopt as long as the foster child has not resided in the home for more than three (3) years. The agency personnel office must be notified, and the member must submit proof that the adoption has been initiated. Should both parents be employees they each shall be eligible for ten (10) weeks (50 work days) of paid maternity/paternity which may be taken consecutively or concurrently. No employee will be allowed to take less than full work week (5 consecutive work days). Regardless of the number of adoptions in a year, no individual shall receive more than ten (10) weeks (50 work days) of paid leave under this Section per year. Maternity/Paternity leave is for the purpose of bonding with the new member of the household. Employees are not eligible for the above referenced leave in the event the adoption is for a step-child or relative with whom the employee has previously established residency for a period of one (1) year or more.~~

~~Bereavement Leave—Upon request, employees shall be granted paid leave of up to two (2) scheduled work days to attend the funeral or similar service, for related travel, and bereavement time, upon the death of a member of the employee's immediate family. Leave shall be limited one instance per calendar year. Documentation of the reason for the funeral/bereavement leave, attendance at the funeral or similar service, and relationship to the deceased may be required. Immediate family is defined pursuant to this Section as: father, mother, sister, brother, spouse, children, grandparent and grandchildren including relationships established by marriage. For purposes of application of Bereavement Leave, relationships existing due to marriage will terminate upon death or divorce of the relative through whom the marriage relationship exists. Current marital status will be defined in accordance with State law.~~

~~Vacation Payment—If because of operating needs the Employer cannot grant an employee's request for vacation time within the 24-month period after the~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~expiration of the calendar year such time was earned, such vacation time shall be liquidated in cash at straight time provided the employee has made at least three (3) separate requests, with at least 15 days between each request, for such time within the calendar year preceding liquidation. An employee who has been unable to work due to a service related injury or illness will be allowed to carry accumulated vacation into the next calendar year whenever the employee cannot liquidate vacation time within the 24 month period after the expiration of the calendar year when such time was earned. No salary payment shall be made in lieu of vacation earned but not taken except as provided in this Section 5 of Article XV and on termination of employment for eligible employees with at least six (6) months of continuous service in which case the effective date of termination shall not be extended by the number of days represented by said salary payment.~~

~~Statewide Meetings—Statewide meetings between the Employer and IFPE shall be conducted on a semi-annual basis. Up to ten (10) bargaining unit members or one person per DHS facility, whichever is greater may attend such statewide meetings without loss of pay for their normal work hours. Such attendance at the statewide meetings shall not be unreasonably denied but shall not interfere with agency operations. Proposed agendas shall be exchanged between the parties at least two (2) weeks prior to the date of the statewide meeting. Travel expenses associated with these meetings shall be the responsibility of the employee.~~

~~New Employee Orientation—The IFPE local representative shall be given notice of the date, time and location of the new employee orientation. The Employer shall grant up to thirty (30) minutes with pay for one IFPE representative to attend the orientation. The union orientation period shall be up to thirty (30) minutes and shall take place during the employees regular working hours with no loss of pay to the employees involved. The Union shall inform the Employer of the union representative who will conduct the union orientation.~~

~~Administrative Reassignment—The Employer may reassign an employee for up to ninety (90) days during the course of an investigation. At the time of reassignment the employee shall be provided with a statement that identifies the reason for the investigation. The reassignment shall be within the employee's permanently assigned work location. The employee shall be made whole for all approved travel expenses during the administrative reassignment.~~

~~Travel Required for Training—Overtime will be paid to all employees required to travel for training, orientation, or professional development when travel is in excess~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~of their normal commute and outside their normal work hours. Where current practice exists, employees who are paid overtime for travel during their normal commute time outside normal work time, the practice shall continue.~~

2015-2019 Stipend – All bargaining unit employees on active payroll on the date of effectuation of the applicable collective bargaining agreement shall receive a one-~~(1)~~ time stipend of \$2,500 prorated by 25% for each year the employee was employed from July 1, 2015 through June 30, 2019. ~~The stipend shall be paid as soon as practicable after the effectuation of the Agreement.~~

~~2015-2019 Backpay—The Employer will pay bargaining unit members for all backpay owed from the wage freeze from 2015 to 2019, including any pay from missed steps or longevity adjustments.~~

~~Temporary Assignment Pay—The Employer may temporarily assign an employee to perform the duties of another position classification. To be eligible for temporary assignment pay, the employee must be qualified and be assigned in writing by the Employer to perform the duties and responsibilities which distinguish the higher position classification. An employee temporarily assigned to the duties of a position classification in an equal or lower pay grade than his/her permanent position classification shall be paid his/her permanent position classification rate. If the employee is temporarily assigned to a position classification having a higher pay grade than his/her permanent position classification, the employee shall be paid as if he/she had received a promotion into such higher pay grade. If the employee who has been temporarily assigned is selected for the posted vacancy, the employee shall have his/her creditable service date adjusted to reflect the first date on which he/she was temporarily assigned without interruption. The Employer agrees to pay the employee the higher rate as set forth above for the full time of such assignment. For the purpose of calculation, any temporary assignment shall be rounded up to the nearest hour. When the Employer makes a temporary assignment, it will give notice to the employee of the anticipated length of the assignment and extensions thereof. An employee's refusal to take a temporary assignment to a higher level position outside the bargaining unit which assignment is anticipated to last more than six (6) months will not subject the employee to discipline. Employees shall not receive temporary assignment pay for paid days off except if the employee is given such temporary assignment for thirty (30) continuous days and such days fall within such period of time and the employee works 75% of the time of the temporary assignment.~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~Overtime—An employee who is charged with a UA (unexcused—unauthorized absence), XA (unexcused—unreported absence), takes a day off without pay for which he/she is not eligible for under Article XII, Leaves of Absence or Article XIII, Sick Leave, in the Master Agreement (RC 029, RC 045, and RC 056) signed September 26, 2019, or is suspended without pay on a normal workday and works his/her day off during the same week shall not have such hours considered for determined overtime computation, except during snow and ice season. No overtime credit shall be earned unless authorized and/or directed by the Employer. For the purpose of overtime compensation only, holidays shall count as time worked, unless, such holidays shall falls on the employee's regularly scheduled day off. The overtime payments provided for in Article IX in the Master Agreement (RC 029, RC 045, and RC 056) signed September 26, 2019 shall not be duplicated for the same hours worked and to the extent that hours are compensated for at overtime rates under one provision, they shall not be counted as hours worked in determining overtime under the same or any other provision. Nothing herein shall be construed to require or permit the pyramiding of overtime or premium rates, if any. Employees who are authorized and do work in excess of their normal work week shall receive straight time compensatory credit for such hours worked. Overtime in less than ½ hour increments shall not accrue. Payment for such overtime credits shall be in compensatory time, unless cash payment is available, and the Employer determines that he/she be paid in cash in lieu of compensatory time. Such compensatory time shall be liquidated in cash before the end of the fiscal year in which earned. However, employees who schedule compensatory time off by June 1st of the fiscal year shall be allowed to use such time through August 1st of the following fiscal year. Employees who earn compensatory time after June 1st shall be allowed to use such compensatory time through August 15th of the subsequent fiscal year. Compensatory time shall be taken in one half (½) increments. Supervisors may grant employee requests to compensatory time in smaller increments of fifteen minutes after a minimum use of one half (½) hour. The method of scheduling of compensatory time off and the amount of compensatory time an employee is allowed to accrue shall be determined by the Employer.~~

~~Meal Period Computing Overtime—Except for Meat and Poultry Inspector/Trainees, those employees who receive an unpaid meal period, and are required to work at their work assignments and are not relieved for such meal periods, shall have such time treated as hours worked for the purpose of computing overtime. Such meal periods as defined above shall be granted except in the case of an operational emergency. Unless the specific job assignment requires it, an employee shall not~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~be required to eat with clients and/or patients. Nothing should be construed to imply that an employee may shorten their work day or be entitled to overtime due to scheduling and/or non-scheduling of breaks or lunch period.~~

~~Travel Time—Travel time, as required by the Employer, is considered work time if the travel is between work sites during the regular workday. Time spent in traveling from an employee's residence to and/or from a work site shall not be considered work time. Instances where the employee is required by the Employer to travel in excess of his/her normal commute, the time spent in excess shall be considered work time. For field staff employees in the Department of Agriculture, Bureau of Meat & Poultry Inspection their residence shall be considered his/her headquarters.~~

~~Grievance Time Off—The grievant and/or an IFPE steward shall be permitted reasonable time without loss of pay during their normal working hours to process a grievance. No employee or IFPE steward shall leave his/her work to process a grievance without first notifying and receiving authorization from his/her supervisor, which authorization shall not unreasonably be withheld. Such leave shall not interfere with the operating needs of the agency. The Employer shall not be responsible for any travel or subsistence expenses incurred by grievants or IFPE steward in the processing of grievances. Witnesses who have been subpoenaed and who are State employees and whose testimony is pertinent to the grievance presentation will be permitted reasonable time off without loss of pay to attend grievance or arbitration hearings. Unless mutually agreed otherwise, such reasonable time off shall not exceed three (3) hours in any one day, plus travel time, except for arbitration days.~~

~~Holiday Pay—An employee who is required to work on either an approved state holiday or the observed holiday, may at the Employer's discretion, choose double time cash payment in lieu of having holiday time off at a future date. Accumulated holidays must be used within twelve (12) months from the date earned. Effective July 1, 2009 in lieu of equivalent time off an employee who works either the actual or the observed holiday may choose to receive double time cash payment, except an employee who works on only Labor Day, Thanksgiving, or Christmas Day may choose to receive double time and one-half cash payment in lieu of time off. When an employee works on a day on which a holiday falls, either the actual or the observed holiday, he/she shall receive equivalent time off or cash payment in the amounts specified above for any time in excess of his/her regular hours of work. Supervisors may grant employee requests to use holiday time in smaller increments of fifteen (15) minutes after a minimum use of one-half (1/2) hour. Accumulated~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~holidays shall be liquidated in cash at the current rate of pay when the employee leaves state service. Payment is subject to any applicable taxes and payroll deductions.~~

~~Call Back Pay—Any employee who resides outside of his/her work site and is called back to work outside of his/her regularly scheduled shift or scheduled days off shall be paid a minimum of two (2) hours pay at the applicable rate. Work schedules will not be changed because of call back time in order to avoid call back. If the employee has been called back to take care of an emergency, the Employer shall not require the employee to work the entire two (2) hour period by assigning the employee extra non-essential work. Pay or compensatory time shall be at the discretion of the Employer.~~

~~Stand-by Pay—Standby pay shall apply to employees who are required to be onsite and available to work at any propagation facility and any work site that is deemed eligible for standby pay by mutual agreement of the Agency and Union. The employee must be in standby status on a day the employee is not scheduled to work. Employees eligible for standby shall receive four (4) hours pay while in standby status, whether required to work or not. If required to be on stand by status New Year's Day, Memorial Day, Labor Day, Thanksgiving or Christmas, the employee shall receive six (6) hours pay while in standby status whether required to work or not. The employee must be available upon call and keep the employer informed of their whereabouts to be eligible for standby pay.~~

~~Clothing and Equipment—The Employer shall provide any special and/or protective clothing and/or equipment (excluding vehicles), or the equivalent by reimbursement, which is required by the Employer and/or is determined by the Employer as being necessary for such employees to perform their work. The Employer shall pay or provide for the maintenance of all clothing and equipment determined by the Employer as being necessary. Present practices shall continue and shall be subject to agency level local supplementary negotiations or discussions at Labor Management Meetings. If an employee needs additional equipment to perform the duties of his or her position, not listed in Section 1, then a written request shall be submitted to the Circuit Supervisor. Such requests shall not be unreasonably denied. If the request is approved, channels, purchased the item will be purchased through the normal purchasing or if approved by the Circuit Supervisor the item may be locally and the voucher submitted to the Employer for payment. Such equipment issued remains the property of the Employer and shall not be used by an employee at any time other than while said employee is on duty.~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~An employee shall be responsible for full and careful maintenance of this equipment. If an item is damaged or lost, an employee may purchase a new item or be issued a new item if he can show proof of damage and/or loss and if the replacement is approved by the Bureau Chief. At the time of termination of employment all equipment, regardless of condition, shall be returned to the Employer by the employee. The frequency of replacement of the various items will be determined by the Department of Agriculture. The Employer will provide each employee subject to this Agreement the following articles of clothing: 2 frocks, 1 apron (kill floor use), and 1 pair of OSHA approved boots (kill floor use). Employees may locally purchase rubberized boots, steel toe or insulated, and submit the voucher to the Employer for payment. Each fiscal year employees will be allotted an allowance equal to the price of the standard issue boot in the approved vendor catalog to replace their damaged or worn boots. Any deviation from this policy will require approval from the Division Manager. Maintenance and laundry of clothing furnished will be provided by the employee in such a fashion to present a neat and clean appearance. Replacement of worn or damaged clothing will be determined by the Employer. Such clothing issued remains the property of the Employer and shall not be used by an employee at any time other than while said employee is on duty.~~

~~Housing—In the Department of Natural Resources, bargaining unit employees residing in mandatory housing as a condition of employment, will be assessed a total monthly "maintenance fee" per month and shall be required to execute and abide by the applicable lease agreement. Payment of the maintenance fee will be through payroll deduction. Maintenance fees shall be as follows: Effective January 1, 2020, the maintenance fee will increase from \$156.00 per month to \$168.00 per month.~~

~~Light Duty Pay—An employee who has suffered a service connected injury or illness, or who is unable to perform his/her regular duties for a period of more than sixty (60) calendar days, shall be assigned to light duty provided the Employer determines that a suitable light duty assignment is available. Such determination shall not be arbitrary or capricious. However, by mutual agreement an agency and the IFPE may agree to a shorter time frame for eligibility subject to the approval of the Department of Central Management Services. Any change in work schedule (shift or days off) will only be done by agreement with the IFPE and the Employer. The employee shall receive his/her base rate of pay and benefits consistent with his/her classification. Employees on light duty, shall not be mandated to work overtime, and may be permitted to volunteer for overtime assignments, if in the opinion of the treating physician the employee is capable of working the overtime~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~assignment(s) and is mutually agreed otherwise at the agency level. Employees do not waive any rights to Workers Compensation benefits by participating in the program.~~

Pension Formula Change – An employee newly hired to a position that was previously covered by the alternative formula for pension benefits prior to January 1, 2011 and, effective January 1, 2011, is covered by the standard formula for pension benefits (see the Illinois Pension Code [40 ILCS 5/1-160(g) and 14-110(b)]) shall be placed on the Pay Plan Code B salary grade assigned to the classification to which the position is allocated. An employee newly hired is an employee hired on or after January 1, 2011 who has never been a member of the State Employees' Retirement System (SERS) or any other reciprocal retirement system. Other reciprocal retirement systems are the Chicago Teachers' Pension Fund, County Employees' Annuity and Benefit Fund of Cook County, Forest Preserve District Employees' Annuity and Benefit Fund of Cook County, General Assembly Retirement System (GARS), Illinois Municipal Retirement Fund (IMRF), Judges Retirement System (JRS), Laborers' Annuity and Benefit Fund of Chicago, Metropolitan Water Reclamation District Retirement Fund, Municipal Employees Annuity and Benefit Fund of Chicago, State Universities Retirement System (SURS) and Teachers' Retirement System of the State of Illinois (TRS).

Longevity Pay – Effective July 1, 1998, the Step 7 rate shall be increased \$50 per month for those employees (non-sworn) who attain 15 years of service and have three or more years of creditable service on Step 7 in the same pay grade. Effective July 1, 2010, the Step 8 rate shall be increased by \$50 per month for those employees (non-sworn) who attain 10 years of service and have three or more years of creditable service at Step 8 in the same pay grade. Effective July 1, 2010, the Step 8 rate shall be increased \$75 per month for those employees (non-sworn) who attain 15 years of service and have three or more years of creditable service on Step 8. Effective July 1, 2013, the Step 8 rate shall be increased \$75 per month for those employees (non-sworn) who attain 10 years of service and have three or more years of creditable service at Step 8 in the same pay grade. Effective July 1, 2013, the Step 8 rate shall be increased \$100 per month for those employees (non-sworn) who attain 15 years of service and have three or more years of creditable service on Step 8.

~~Effective July 1, 2019
Bargaining Unit: RC-056~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

<u>Pay Grade</u>	<u>Pay Plan Code</u>	<u>STEPS</u>										
		<u>1e</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
14	B	3698	3818	3940	4036	4195	4377	4538	4710	4985	5084	5289
14	Q	3855	3981	4107	4209	4379	4571	4741	4923	5209	5312	5526
16	B	4049	4182	4314	4422	4618	4809	5010	5210	5517	5631	5858
16	Q	4227	4365	4504	4618	4826	5026	5235	5447	5769	6002	6243
19	B	4728	4883	5038	5168	5413	5664	5905	6150	6521	6648	6917
20	B	4994	5158	5322	5460	5714	5986	6244	6504	6900	7035	7317
21	B	5276	5448	5623	5770	6049	6330	6620	6897	7326	7474	7769
22	B	5580	5763	5946	6104	6401	6705	7015	7306	7760	7916	8233
23	B	5921	6115	6310	6480	6813	7136	7466	7789	8277	8442	8780
24	B	6110	6310	6511	6687	7035	7372	7713	8055	8536	8730	9078

Effective January 1, 2020
Bargaining Unit: RC-056

<u>Pay Grade</u>	<u>Pay Plan Code</u>	<u>STEPS</u>										
		<u>1e</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
14	B	3753	3875	3999	4097	4258	4443	4606	4781	5060	5160	5368
14	Q	3913	4041	4169	4272	4445	4640	4812	4997	5287	5392	5609
16	B	4110	4245	4379	4488	4687	4881	5085	5288	5600	5715	5946
16	Q	4290	4430	4572	4687	4898	5101	5314	5529	5856	6092	6337
19	B	4799	4956	5114	5246	5494	5749	5994	6242	6619	6748	7021
20	B	5069	5235	5402	5542	5800	6076	6338	6602	7004	7141	7427
21	B	5355	5530	5707	5857	6140	6425	6719	7000	7436	7586	7886
22	B	5664	5849	6035	6196	6497	6806	7120	7416	7876	8035	8356
23	B	6010	6207	6405	6577	6915	7243	7578	7906	8401	8569	8912
24	B	6202	6405	6609	6787	7141	7483	7829	8176	8664	8861	9214

Effective July 1, 2020
Bargaining Unit: RC-056

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

<u>Pay Grade</u>	<u>Pay Plan Code</u>	<u>S T E P S</u>										
		<u>1c</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
14	B	3857	3981	4108	4183	4347	4536	4703	4881	5166	5268	5481
14	Q	4020	4151	4282	4362	4538	4737	4913	5102	5398	5505	5727
16	B	4221	4359	4496	4582	4785	4984	5192	5399	5718	5835	6071
16	Q	4405	4548	4693	4785	5001	5208	5426	5645	5979	6220	6470
19	B	4925	5085	5246	5356	5609	5870	6120	6373	6758	6890	7168
20	B	5200	5370	5540	5658	5922	6204	6471	6741	7151	7291	7583
21	B	5492	5671	5852	5980	6269	6560	6860	7147	7592	7745	8052
22	B	5808	5997	6187	6326	6633	6949	7270	7572	8041	8204	8531
23	B	6161	6362	6565	6715	7060	7395	7737	8072	8577	8749	9099
24	B	6357	6565	6773	6930	7291	7640	7993	8348	8846	9047	9407

Effective July 1, 2021
Bargaining Unit: RC-056

<u>Pay Grade</u>	<u>Pay Plan Code</u>	<u>S T E P S</u>										
		<u>1c</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
14	B	4034	4163	4295	4348	4519	4715	4889	5074	5370	5476	5697
14	Q	4204	4340	4476	4534	4717	4924	5107	5304	5611	5722	5953
16	B	4413	4556	4699	4763	4974	5181	5397	5612	5944	6065	6311
16	Q	4604	4753	4903	4974	5199	5414	5640	5868	6215	6466	6726
19	B	5145	5311	5478	5568	5831	6102	6362	6625	7025	7162	7451
20	B	5430	5607	5784	5881	6156	6449	6727	7007	7433	7579	7883
21	B	5734	5920	6108	6216	6517	6819	7131	7429	7892	8051	8370
22	B	6062	6259	6456	6576	6895	7223	7557	7871	8359	8528	8868
23	B	6429	6638	6849	6980	7339	7687	8043	8391	8916	9095	9458
24	B	6633	6849	7066	7204	7579	7942	8309	8678	9195	9404	9779

Effective July 1, 2022
Bargaining Unit: RC-056

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

<u>Pay Grade</u>	<u>Pay Plan Code</u>	<u>STEPS</u>										
		<u>1c</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
14	B	4193	4327	4465	4520	4698	4901	5082	5274	5582	5692	5922
14	Q	4370	4511	4653	4713	4903	5118	5309	5514	5833	5948	6188
16	B	4587	4736	4885	4951	5170	5386	5610	5834	6179	6305	6560
16	Q	4786	4941	5097	5170	5404	5628	5863	6100	6460	6721	6992
19	B	5348	5521	5694	5788	6061	6343	6613	6887	7302	7445	7745
20	B	5644	5828	6012	6113	6399	6704	6993	7284	7727	7878	8194
21	B	5960	6154	6349	6462	6774	7088	7413	7722	8204	8369	8701
22	B	6301	6506	6711	6836	7167	7508	7856	8182	8689	8865	9218
23	B	6683	6900	7120	7256	7629	7991	8361	8722	9268	9454	9832
24	B	6895	7120	7345	7489	7878	8256	8637	9021	9558	9775	10165

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Section 310.APPENDIX A Negotiated Rates of Pay**Section 310.TABLE E RC-020 (Teamsters Locals #330 and #705)**

Title	Title Code	Bargaining Unit	Pay Plan Code	Full Scale Mo.	Effective Date
Highway Maintainer (Snowbirds)	18639	RC-020	Q	4375.00	July 1, 2014

NOTE: Definition of Snowbird – Snowbirds are all seasonal, full-time Highway Maintainers whose primary function is snow removal.

Effective July 1, 2015

Title	Title Code	Pay Plan Code	75%		80%		85%		90%		95%		Full Scale	
			Mo.	Hr.	Mo.	Hr.								
Bridge Mechanic	05310	Q	4674	26.86	4986	28.66	5297	30.44	5609	32.24	5920	34.02	6232	35.82
Bridge Tender Heavy	05320	B	4419	25.40	4714	27.09	5008	28.78	5303	30.48	5597	32.17	5892	33.86
Construction Equipment Operator	18465	Q	4739	27.24	5054	29.05	5370	30.86	5686	32.68	6002	34.49	6318	36.31
Heavy Construction Equipment Operator (Bridge Crew – BC)	18465	Q	4807	27.63	5127	29.47	5448	31.31	5768	33.15	6089	34.99	6409	36.83
Highway Maintainer	18639	Q	4640	26.67	4950	28.45	5259	30.22	5568	32.00	5878	33.78	6187	35.56
Highway Maintainer (Bridge Crew – BC)	18639	Q	4712	27.08	5026	28.89	5340	30.69	5654	32.49	5968	34.30	6282	36.10
Highway Maintainer (Drill Rig – DR)	18639	Q	4739	27.24	5054	29.05	5370	30.86	5686	32.68	6002	34.49	6318	36.31

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Highway Maintenance Lead Worker	18659	Q	4769	27.41	5087	29.24	5405	31.06	5723	32.89	6041	34.72	6359	36.55
Highway Maintenance Lead Worker (Bridge Crew – BC)	18659	Q	4837	27.80	5159	29.65	5482	31.51	5804	33.36	6127	35.21	6449	37.06
Highway Maintenance Lead Worker (Lead Lead Worker)	18659	Q	4817	27.68	5138	29.53	5460	31.38	5781	33.22	6102	35.07	6423	36.91
Highway Maintenance Lead Worker (Lead Lead Worker) (Bridge Crew – BC)	18659	Q	4886	28.08	5211	29.95	5537	31.82	5863	33.70	6188	35.56	6514	37.44
Labor Maintenance Lead Worker	22809	B	4547	26.13	4850	27.87	5154	29.62	5457	31.36	5760	33.10	6063	34.84
Laborer (Maintenance)	23080	B	4492	25.82	4791	27.53	5091	29.26	5390	30.98	5690	32.70	5989	34.42
Maintenance Equipment Operator	25020	B	4583	26.34	4888	28.09	5194	29.85	5499	31.60	5805	33.36	6110	35.11
Maintenance Equipment Operator	25020	Q	4739	27.24	5054	29.05	5370	30.86	5686	32.68	6002	34.49	6318	36.31
Maintenance Worker (DHS)	25500	B	4588	26.37	4894	28.13	5199	29.88	5505	31.64	5811	33.40	6117	35.16
Maintenance Worker (DOT, not Emergency Patrol)	25500	B	4529	26.03	4830	27.76	5132	29.49	5434	31.23	5736	32.97	6038	34.70
Power Shovel Operator (Maintenance)	33360	Q	4739	27.24	5054	29.05	5370	30.86	5686	32.68	6002	34.49	6318	36.31
Power Shovel Operator (Maintenance) (Bridge Crew – BC)	33360	Q	4807	27.63	5127	29.47	5448	31.31	5768	33.15	6089	34.99	6409	36.83

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Silk Screen Operator	41020	B	4681	26.90	4993	28.70	5305	30.49	5617	32.28	5929	34.07	6241	35.87
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NOTES: Stipend – All bargaining unit employees on active payroll on the date of ratification shall receive a one-time stipend of \$2,500 prorated by 25% for each year the employee was employed from July 1, 2015 through June 30, 2019. The stipend shall be paid as soon as practicable.

General Increases – The pay rates for all bargaining unit classifications shall be increased the specified percentage amounts effective on the following dates: January 1, 2020, 1.50%; July 1, 2020, 2.10%; July 1, 2021, 3.95%; and July 1, 2022, 3.95%. Pay rates for each step and their effective dates are listed in the rate tables in this Section.

~~Shift Differential Pay – Employees required to work a shift different than their normal day shift are paid a \$0.50 per hour shift premium, provided that ½ or more of their work shift falls before 6:30 a.m. or after 3:00 p.m. This shift premium does not include those employees normally working shifts other than the normal day shift or employees hired into positions for which the regular shift hours are not considered day shift hours, or snow or ice season.~~

In-Hire Rate – In-hire rates are located in Section 310.47(a). The parties agree the in-hire rate as was amended to 75% for the 2008-2012 Collective Bargaining Agreement shall continue in effect. The parties also agree that all classifications shall continue the 75% in-hire rate as agreed to in the 2012-2015 agreement. Employees in the in-hire will receive a 5% increase each year for five ~~(5)~~ years on their anniversary date in order to obtain the full rate. Effective July 1, 2019 the in-hire rate is unfrozen. Each employee on active payroll upon ratification of the contract, who's in-hire rate was frozen during the 2015-2019 agreement shall be placed on their correct in-hire rate, on July 1, 2019. Such placement shall not change the employee's credible service date. Example: employee who was hired on and whose credible service date is April 1, 2018, would have been frozen at 75% shall be moved to 80% on July 1, 2019. The employee will then be due their next in-hire rate on April 1, 2020, pursuant to their credible service date. Employees within this bargaining unit who are promoted and are in the in-hire progression will promote to the next higher step of the in-hire rate of the higher classification. In addition, temporary assignments to higher level classifications shall also be calculated at the in-hire rates. All full-scale employees within this collective bargaining unit will be promoted to full-scale rate as if they were promoted to the next higher classification within the series. Any certified

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

employee of this bargaining unit who is offered and accepts a position within this bargaining unit that is a promotion, notwithstanding classification series and without a break in service, shall be placed on the next higher step of the in-hire rate of the new classification. Employees covered under this bargaining agreement who transfer to any position within the bargaining unit without a break in service shall maintain their continuous service date for in-hire rate progression. A certified employee who is assigned and accepts a voluntary reduction in grade shall be certified in the lower class without serving a probationary period. The employee shall be reduced to the appropriate in-hire rate; i.e., 85% lead worker voluntarily reduces to an 85% Highway Maintainer.

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Section 310.APPENDIX A Negotiated Rates of Pay**Section 310.TABLE F RC-019 (Teamsters Local #25)**

Title	Title Code	Bargaining Unit	Pay Plan Code	Full Scale Mo.	Effective Date
Highway Maintainer (Snowbirds)	18639	RC-019	Q	4375.00	July 1, 2014

NOTE: Definition of Snowbird – Snowbirds are all seasonal, salaried, full-time Highway Maintainers whose primary function is snow removal.

Effective July 1, 2015

Title	Title Code	Pay Plan Code	75%		80%		85%		90%		95%		Full Scale	
			Mo.	Hr.	Mo.	Hr.								
Bridge Mechanic (IDOT)	05310	Q	4668	26.83	4979	28.61	5290	30.40	5602	32.20	5913	33.98	6224	35.77
Bridge Tender (IDOT)	05320	B	4696	26.99	5009	28.79	5322	30.59	5635	32.39	5948	34.18	6261	35.98
Deck Hand (IDOT)	11500	B	4512	25.93	4813	27.66	5114	29.39	5414	31.11	5715	32.84	6016	34.57
Ferry Operator I (IDOT)	14801	B	4696	26.99	5009	28.79	5322	30.59	5635	32.39	5948	34.18	6261	35.98
Ferry Operator II (IDOT)	14802	B	4790	27.53	5109	29.36	5428	31.20	5747	33.03	6067	34.87	6386	36.70
Highway Maintainer (Regular – RG) (IDOT)	18639	Q	4640	26.67	4950	28.45	5259	30.22	5568	32.00	5878	33.78	6187	35.56
Highway Maintainer (Bridge Crew – BC) (IDOT)	18639	Q	4699	27.01	5012	28.80	5325	30.60	5639	32.41	5952	34.21	6265	36.01
Highway Maintainer (Drill Rig – DR) (IDOT)	18639	Q	4722	27.14	5037	28.95	5352	30.76	5666	32.56	5981	34.37	6296	36.18

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Highway Maintainer (Emergency Patrol – EP) (IDOT)	18639	Q	4724	27.15	5039	28.96	5354	30.77	5669	32.58	5984	34.39	6299	36.20
Highway Maintenance Lead Worker (Regular – RG) (IDOT)	18659	Q	4748	27.29	5065	29.11	5381	30.93	5698	32.75	6014	34.56	6331	36.39
Highway Maintenance Lead Worker (Bridge Crew – BC) (IDOT)	18659	Q	4806	27.62	5126	29.46	5447	31.30	5767	33.14	6088	34.99	6408	36.83
Highway Maintenance Lead Worker (Emergency Patrol – EP) (IDOT)	18659	Q	4832	27.77	5154	29.62	5476	31.47	5798	33.32	6120	35.17	6442	37.02
Highway Maintenance Lead Worker (Lead Lead Worker) (Regular – RG) (IDOT)	18659	Q	4790	27.53	5109	29.36	5428	31.20	5747	33.03	6067	34.87	6386	36.70
Highway Maintenance Lead Worker (Lead Lead Worker) (Bridge Crew – BC) (IDOT)	18659	Q	4847	27.86	5170	29.71	5494	31.57	5817	33.43	6140	35.29	6463	37.14
Highway Maintenance Lead Worker (Lead Lead Worker) (Emergency Patrol – EP) (IDOT)	18659	Q	4851	27.88	5174	29.74	5498	31.60	5821	33.45	6145	35.32	6468	37.17

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Janitor I (Including Office of Administration) (CMS, DOC, DHS, DJJ, DNR, ISP and DVA)	21951	B	4349	24.99	4639	26.66	4929	28.33	5219	29.99	5509	31.66	5799	33.33
Janitor II (Including Office of Administration) (CMS, DOC, DHS, DJJ, DNR, ISP and DVA)	21952	B	4375	25.14	4666	26.82	4958	28.49	5250	30.17	5541	31.84	5833	33.52
Labor Maintenance Lead Worker (CMS, DOC, DHS, DJJ, DNR, IDOT, ISP and DVA)	22809	B	4560	26.21	4864	27.95	5168	29.70	5472	31.45	5776	33.20	6080	34.94
Laborer (Maintenance) (IDOT)	23080	B	4514	25.94	4815	27.67	5116	29.40	5417	31.13	5718	32.86	6019	34.59
Maintenance Equipment Operator	25020	B	4590	26.38	4896	28.14	5202	29.90	5508	31.66	5814	33.41	6120	35.17
Maintenance Equipment Operator (DHS Forensics)	25020	Q	4640	26.67	4950	28.45	5259	30.22	5568	32.00	5878	33.78	6187	35.56
Maintenance Equipment Operator (DOC)	25020	Q	4722	27.14	5037	28.95	5352	30.76	5666	32.56	5981	34.37	6296	36.18
Maintenance Equipment Operator (DOC – Maximum Security)	25020	S	4764	27.38	5082	29.21	5399	31.03	5717	32.86	6034	34.68	6352	36.51

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Maintenance Worker (CMS, DOC, DHS, DJJ, DNR, IDOT, ISP and DVA)	25500	B	4544	26.11	4846	27.85	5149	29.59	5452	31.33	5755	33.07	6058	34.82
Maintenance Worker (DHS – Forensics)	25500	Q	4595	26.41	4901	28.17	5207	29.93	5513	31.68	5820	33.45	6126	35.21
Power Shovel Operator (Maintenance) (Regular – RG) (CMS, DOC, DHS, DJJ, DNR, ISP and DVA)	33360	B	4671	26.84	4982	28.63	5294	30.43	5605	32.21	5917	34.01	6228	35.79
Power Shovel Operator (Maintenance) (Regular – RG) (IDOT)	33360	Q	4722	27.14	5037	28.95	5352	30.76	5666	32.56	5981	34.37	6296	36.18
Power Shovel Operator (Maintenance) (Bridge Crew – BC) (IDOT)	33360	Q	4781	27.48	5100	29.31	5419	31.14	5738	32.98	6056	34.80	6375	36.64
Security Guard I (CMS, DOC, DHS, DJJ, DNR, ISP and DVA)	39851	B	4372	25.13	4663	26.80	4955	28.48	5246	30.15	5538	31.83	5829	33.50
Security Guard II (CMS, DOC, DHS, DJJ, DNR, ISP and DVA)	39852	B	4411	25.35	4705	27.04	4999	28.73	5293	30.42	5587	32.11	5881	33.80
Silk Screen Operator (IDOT)	41020	B	4675	26.87	4986	28.66	5298	30.45	5610	32.24	5921	34.03	6233	35.82

NOTES: Stipend – All bargaining unit employees on active payroll on the date of ratification shall receive a one-time stipend of \$2,500 prorated by 25% for each year the employee was employed from July 1, 2015 through June 30, 2019. The stipend shall be paid as soon as practicable.

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

General Increases – The pay rates for all bargaining unit classifications shall be increased the specified percentage amounts effective on the following dates: January 1, 2020, 1.50%; July 1, 2020, 2.10%; July 1, 2021, 3.95%; and July 1, 2022, 3.95%. Pay rates for each step and their effective dates are listed in the rate tables in this Section.

~~Shift Differential Pay— Employees required to work a shift different than their normal day shift are paid a \$0.50 per hour shift premium, provided that ½ or more of their work shift falls before 6:30 a.m. or after 3:00 p.m. This shift premium does not include those employees normally working shifts other than the normal day shift or employees hired into positions for which the regular shift hours are not considered day shift hours, or snow or ice season.~~

In-Hire Rate – In-hire rates are located in Section 310.47(a). The parties agree the in-hire rate as was amended to 75% for the 2008-2012 Collective Bargaining Agreement shall continue in effect. The parties also agree that all classifications shall continue the 75% in-hire rate as agreed to in the 2012-2015 agreement. Employees in the in-hire will receive a 5% increase each year for five ~~(5)~~ years on their anniversary date in order to obtain the full rate. Effective July 1, 2019 the in-hire rate is unfrozen. Each employee on active payroll upon ratification of the contract, whose in-hire rate was frozen during the 2015-2019 agreement shall be placed on his/her correct in-hire rate, on July 1, 2019. Such placement shall not change the employees creditable service (anniversary) date. Example: An employee who was hired on and whose creditable service (anniversary) date is April 1, 2017 at 75% shall be placed on the 85% rate on July 1, 2019. The employee's next in-hire movement (to 90%) will be due on April 1, 2020, pursuant to their creditable service (anniversary) date. Employees within this bargaining unit who are promoted and are in the in-hire progression will promote to the next higher step of the in-hire rate of the higher classification. In addition, temporary assignments to higher-level classifications shall also be calculated at the in-hire rates. All full-scale employees within this collective bargaining unit will be promoted to the full-scale rate as if they were promoted to the next higher classification within the series. Any certified employee of this bargaining unit who is offered and accepts a position within this bargaining unit that is a promotion, notwithstanding classification series and without a break in service, shall be placed on the next higher step of the in-hire rate of the new classification. Employees covered under this bargaining agreement who transfer to any position within the bargaining unit without a break in service shall maintain their continuous service date for in-hire rate progression. A certified employee who is

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

assigned and accepts a voluntary reduction in grade shall be certified in the lower class without serving a probationary period. The employee shall be reduced to the appropriate in-hire rate; i.e., 85% lead worker voluntarily reduces to an 85% Highway Maintainer.

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Section 310.APPENDIX A Negotiated Rates of Pay**Section 310.TABLE G RC-045 (Automotive Mechanics, IFPE)****~~Effective July 1, 2014~~
~~Bargaining Unit: RC-045~~**

<u>Title</u>	<u>Title Code</u>	<u>Pay Plan Code</u>	<u>95%</u>	<u>97%</u>	<u>100% (Full Scale)</u>
Automotive Mechanic (Hired between 9/1/2010 and 6/30/2013)	03700	B	5369	5482	5652
Automotive Mechanic (Hired between 9/1/2010 and 6/30/2013)	03700	Q	5449	5564	5736
Automotive Mechanic (Hired between 9/1/2010 and 6/30/2013)	03700	S	5527	5643	5818

<u>Title</u>	<u>Title Code</u>	<u>Pay Plan Code</u>	<u>75%</u>	<u>80%</u>	<u>85%</u>	<u>90%</u>	<u>95%</u>	<u>100% (Full Scale)</u>
Auto & Body Repairer	03680	B	4239	4522	4804	5087	5369	5652
Auto & Body Repairer	03680	Q	4302	4589	4876	5162	5449	5736
Auto & Body Repairer	03680	S	4364	4654	4945	5236	5527	5818
Automotive Attendant I	03696	B	2561	2731	2902	3073	3243	3414
Automotive Attendant I	03696	Q	2609	2783	2957	3131	3305	3479
Automotive Attendant I	03696	S	2666	2843	3021	3199	3376	3554
Automotive Attendant II	03697	B	2734	2916	3098	3281	3463	3645
Automotive Attendant II	03697	Q	2786	2972	3158	3344	3529	3715
Automotive Attendant II	03697	S	2841	3030	3220	3409	3599	3788
Automotive Mechanic	03700	B	4239	4522	4804	5087	5369	5652
Automotive Mechanic	03700	Q	4302	4589	4876	5162	5449	5736
Automotive Mechanic	03700	S	4364	4654	4945	5236	5527	5818
Automotive Parts Warehouse Specialist	03734	B	4151	4427	4704	4981	5257	5534
Automotive Parts Warehouse	03730	B	4071	4342	4614	4885	5157	5428

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Small Engine Mechanic	41150	B	3732	3981	4230	4478	4727	4976
Storekeeper I (See Note)	43051	B	3989	4254	4520	4786	5052	5318
Storekeeper II (See Note)	43052	B	4074	4346	4617	4889	5160	5432

Effective January 1, 2020
Bargaining Unit: RC-045

<u>Title</u>	<u>Title Code</u>	<u>Pay Plan Code</u>	<u>95%</u>	<u>97%</u>	<u>100% (Full-Scale)</u>
Automotive Mechanic (Hired between 9/1/2010 and 6/30/2013)	03700	B	5450	5565	5737
Automotive Mechanic (Hired between 9/1/2010 and 6/30/2013)	03700	Q	5642	5761	5939
Automotive Mechanic (Hired between 9/1/2010 and 6/30/2013)	03700	S	5722	5842	6023

<u>Title</u>	<u>Title Code</u>	<u>Pay Plan Code</u>	<u>75%</u>	<u>80%</u>	<u>85%</u>	<u>90%</u>	<u>95%</u>	<u>100% (Full-Scale)</u>
Auto & Body Repairer	03680	B	4303	4590	4876	5163	5450	5737
Auto & Body Repairer	03680	Q	4454	4751	5048	5345	5642	5939
Auto & Body Repairer	03680	S	4517	4818	5120	5421	5722	6023
Automotive Attendant I	03696	B	2599	2772	2945	3119	3292	3465
Automotive Attendant I	03696	Q	2702	2882	3062	3242	3422	3602
Automotive Attendant I	03696	S	2759	2943	3127	3311	3495	3679
Automotive Attendant II	03697	B	2775	2960	3145	3330	3515	3700
Automotive Attendant II	03697	Q	2885	3077	3269	3461	3654	3846
Automotive Attendant II	03697	S	2942	3138	3334	3530	3726	3922
Automotive Mechanic	03700	B	4303	4590	4876	5163	5450	5737
Automotive Mechanic	03700	Q	4454	4751	5048	5345	5642	5939
Automotive Mechanic	03700	S	4517	4818	5120	5421	5722	6023
Automotive Parts Warehouse Specialist	03734	B	4213	4494	4774	5055	5336	5617

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Automotive Parts

Warehouser	03730	B	4132	4407	4683	4958	5234	5509
Small Engine Mechanic	41150	B	3788	4041	4293	4546	4798	5051
Storekeeper I (See Note)	43051	B	40495398	43185128	45884858	48584588	51284318	53984049
Storekeeper II (See Note)	43052	B	41355513	44105237	46864962	49624686	52374410	55134135

Effective July 1, 2020
Bargaining Unit: RC-045

<u>Title</u>	<u>Title Code</u>	<u>Pay Plan Code</u>	<u>95%</u>	<u>97%</u>	<u>100% (Full-Scale)</u>
Automotive Mechanic (Hired between 9/1/2010 and 6/30/2013)	03700	B	5564	5681	5857
Automotive Mechanic (Hired between 9/1/2010 and 6/30/2013)	03700	Q	5761	5882	6064
Automotive Mechanic (Hired between 9/1/2010 and 6/30/2013)	03700	S	5842	5965	6149

<u>Title</u>	<u>Title Code</u>	<u>Pay Plan Code</u>	<u>75%</u>	<u>80%</u>	<u>85%</u>	<u>90%</u>	<u>95%</u>	<u>100% (Full-Scale)</u>
Auto & Body Repairer	03680	B	4393	4686	4978	5271	5564	5857
Auto & Body Repairer	03680	Q	4548	4851	5154	5458	5761	6064
Auto & Body Repairer	03680	S	4612	4919	5227	5534	5842	6149
Automotive Attendant I	03696	B	2654	2830	3007	3184	3361	3538
Automotive Attendant I	03696	Q	2759	2942	3126	3310	3494	3678
Automotive Attendant I	03696	S	2817	3005	3193	3380	3568	3756
Automotive Attendant II	03697	B	2834	3022	3211	3400	3589	3778
Automotive Attendant II	03697	Q	2945	3142	3338	3534	3731	3927
Automotive Attendant II	03697	S	3003	3203	3403	3604	3804	4004
Automotive Mechanic	03700	B	4393	4686	4978	5271	5564	5857
Automotive Mechanic	03700	Q	4548	4851	5154	5458	5761	6064
Automotive Mechanic	03700	S	4612	4919	5227	5534	5842	6149

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Automotive Parts									
Warehouse Specialist	03734	B	4301	4588	4875	5162	5448	5735	
Automotive Parts									
Warehouser	03730	B	4219	4500	4781	5063	5344	5625	
Small Engine Mechanic	41150	B	3868	4126	4383	4641	4899	5157	
Storekeeper I (See Note)	43051	B	4133	4409	4684	4960	5235	5511	
Storekeeper II (See Note)	43052	B	4222	4503	4785	5066	5348	5629	

Effective July 1, 2021
Bargaining Unit: RC-045

<u>Title</u>	<u>Title Code</u>	<u>Pay Plan Code</u>	<u>95%</u>	<u>97%</u>	<u>100% (Full-Scale)</u>
Automotive Mechanic (Hired between 9/1/2010 and 6/30/2013)	03700	B	5784	5905	6088
Automotive Mechanic (Hired between 9/1/2010 and 6/30/2013)	03700	Q	5989	6115	6304
Automotive Mechanic (Hired between 9/1/2010 and 6/30/2013)	03700	S	6072	6200	6392

<u>Title</u>	<u>Title Code</u>	<u>Pay Plan Code</u>	<u>75%</u>	<u>80%</u>	<u>85%</u>	<u>90%</u>	<u>95%</u>	<u>100% (Full-Scale)</u>
Auto & Body Repairer	03680	B	4566	4870	5175	5479	5784	6088
Auto & Body Repairer	03680	Q	4728	5043	5358	5674	5989	6304
Auto & Body Repairer	03680	S	4794	5114	5433	5753	6072	6392
Automotive Attendant I	03696	B	2759	2942	3126	3310	3494	3678
Automotive Attendant I	03696	Q	2867	3058	3250	3441	3632	3823
Automotive Attendant I	03696	S	2928	3123	3318	3514	3709	3904
Automotive Attendant II	03697	B	2945	3142	3338	3534	3731	3927
Automotive Attendant II	03697	Q	3062	3266	3470	3674	3878	4082
Automotive Attendant II	03697	S	3122	3330	3538	3746	3954	4162
Automotive Mechanic	03700	B	4566	4870	5175	5479	5784	6088
Automotive Mechanic	03700	Q	4728	5043	5358	5674	5989	6304
Automotive Mechanic	03700	S	4794	5114	5433	5753	6072	6392

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Automotive Parts								
Warehouse Specialist	03734	B	4472	4770	5068	5366	5664	5962
Automotive Parts								
Warehouser	03730	B	4385	4678	4970	5262	5555	5847
Small Engine Mechanic	41150	B	4021	4289	4557	4825	5093	5361
Storekeeper I (See Note)	43051	B	4297	4583	4870	5156	5443	5729
Storekeeper II (See Note)	43052	B	4388	4681	4973	5266	5558	5851

Effective July 1, 2022
Bargaining Unit: RC-045

<u>Title</u>	<u>Title Code</u>	<u>Pay Plan Code</u>	<u>95%</u>	<u>97%</u>	<u>100% (Full-Scale)</u>
Automotive Mechanic (Hired between 9/1/2010 and 6/30/2013)	03700	B	6012	6138	6328
Automotive Mechanic (Hired between 9/1/2010 and 6/30/2013)	03700	Q	6225	6356	6553
Automotive Mechanic (Hired between 9/1/2010 and 6/30/2013)	03700	S	6312	6445	6644

<u>Title</u>	<u>Title Code</u>	<u>Pay Plan Code</u>	<u>75%</u>	<u>80%</u>	<u>85%</u>	<u>90%</u>	<u>95%</u>	<u>100% (Full-Scale)</u>
Auto & Body Repairer	03680	B	4746	5062	5379	5695	6012	6328
Auto & Body Repairer	03680	Q	4915	5242	5570	5898	6225	6553
Auto & Body Repairer	03680	S	4983	5315	5647	5980	6312	6644
Automotive Attendant I	03696	B	2867	3058	3250	3441	3632	3823
Automotive Attendant I	03696	Q	2981	3179	3378	3577	3775	3974
Automotive Attendant I	03696	S	3044	3246	3449	3652	3855	4058
Automotive Attendant II	03697	B	3062	3266	3470	3674	3878	4082
Automotive Attendant II	03697	Q	3182	3394	3607	3819	4031	4243
Automotive Attendant II	03697	S	3245	3461	3677	3893	4110	4326
Automotive Mechanic	03700	B	4746	5062	5379	5695	6012	6328
Automotive Mechanic	03700	Q	4915	5242	5570	5898	6225	6553
Automotive Mechanic	03700	S	4983	5315	5647	5980	6312	6644

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Automotive Parts								
Warehouse Specialist	03734	B	4648	4958	5267	5577	5887	6197
Automotive Parts								
Warehouser	03730	B	4559	4862	5166	5470	5774	6078
Small Engine Mechanic	41150	B	4180	4458	4737	5016	5294	5573
Storekeeper I (See Note)	43051	B	4466	4764	5062	5360	5657	5955
Storekeeper II (See Note)	43052	B	4562	4866	5170	5474	5778	6082

NOTES: ~~Employer—"Employer" refers to the Director of the Illinois Department of Central Management Services, agency heads or their representatives collectively or singly, as the context may require.~~

~~Pay Determinations for Successor, New or Changed Existing Classes—The Employer agrees to negotiate with IFPE as to the appropriate pay grade to be assigned to job classifications determined to be included in the RC 29 OCB bargaining unit. If no agreement is reached between the parties, IFPE shall be allowed to file a grievance in accordance with Article X of this Master Agreement (RC 029, RC 045, and RC 056) signed September 26, 2019. The grievance shall be filed at Step 3 of the grievance procedure. The arbitrator shall determine the reasonableness of the proposed salary grade in relationship to: a) The job content and responsibilities attached thereto in comparison with the job content and responsibilities of other position classifications in the classification series and bargaining unit; b) Like positions with similar job content and responsibilities within the labor market generally. The pay grade originally assigned by the Employer shall remain in effect pending the arbitrator's decision. Should an arbitrator decide to increase the rate of pay for the position classification, such rate may be effective as of the date the Illinois State Labor Relations Board certifies the title for inclusion into the bargaining unit.~~

~~Impact of New Titles on Salaries—In the event that a title not currently in the RC 029, RC 045 or RC 056 bargaining unit is added to this unit, the parties agree to negotiate the salary of the position being added and to negotiate over the impact the salary of the new position has on the salary of any similar position in the bargaining unit. It is understood that disputes over the Employer's pay grade placement are not subject to the Grievance Procedure.~~

~~Step Placement—Effective July 1, 2013, the employees at the frozen agencies will be placed on the appropriate step of the wage scale that they would have been placed but for the freeze.~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Step Increases – Employees who have not attained Step 8 shall receive a step increase to the next step upon satisfactory completion of ~~twelve (12)~~ months of creditable service.

General Increases – ~~The Effective January 1, 2020, the pay rates for all bargaining unit classifications and steps shall be increased by the specified percentage amounts effective on the following dates: January 1, 2020, 1.50%; 1.5%. Effective July 1, 2020, the pay rates for all bargaining unit classifications and steps shall be increased by 2.10%; Effective July 1, 2021, the pay rates for all bargaining unit classifications and steps shall be increased by 3.95%; and Effective July 1, 2022, the pay rates for all bargaining unit classifications and steps shall be increased by 3.95%. Pay rates and their effective dates are listed in the rate tables in this Section. The rates are set out in below tables.~~

Sub_Step Increases – Step 1a, 1b, and 1c shall be implemented for all employees hired on or after July 1, 2013, with a 3% step differential. Effective July 1, 2019, Step 1a, 1b, and 1c shall be increased by \$25 per month, with subsequent \$25 per month increases effective. ~~Effective July 1, 2020 and, Step 1a, 1b, and 1c shall be increased by an additional \$25 per month. Effective July 1, 2021, Step 1a, 1b, and 1c shall be increased by an additional \$25 per month.~~

Payroll Errors — When errors are made which result in a significant reduction in an employee's pay, the Employer, when possible, will submit the required documentation to the Comptroller's Office within forty eight (48) hours after the error is documented to and verified by payroll.

Date of Increase in Pay for Position Classification — The parties agree that pursuant to Article I, Recognition, Section 5, Pay, in the Master Agreement (RC 029, RC 045, and RC 056) signed September 26, 2019 should an arbitrator decide to increase the rate of pay for the position classification, such rate may be effective as of the date the Illinois State Labor Relations Board certifies the title for inclusion into the bargaining unit.

Severance Pay — Where a state facility closes permanently or a separately appropriated and funded program is permanently terminated, employees affected thereby with two (2) or more years seniority and on the agency's payroll at the time of such closure or termination, or who were previous laid-off as a direct result of such closure or termination, not offered another bargaining unit position as defined below within sixty (60) days of such closure or termination and within fifty (50) miles of the

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~employee's work location, shall be offered severance pay in the amount of one (1) month's compensation at their monthly rate of pay in effect at the time of such closure or termination. Provided, however, that an employee who elects to remain on the layoff list for a period in excess of six (6) months, or who obtains another bargaining unit position, or who refuses an appropriate position offered by the Employer within his/her position classification series, (or if his/her classification is the only one in its series, within comparable classification) shall forfeit any severance pay which is due under this Section. If an employee accepts severance pay he/she shall be considered terminated under Article VI, Section 3 in the Master Agreement (RC 029, RC 045, and RC 056) signed September 26, 2019.~~

~~Daylight Savings Time—Employees working during the shift when Daylight Savings Time changes to Standard Time will receive the appropriate rate of premium pay for the extra hour worked. However, when Standard Time changes to Daylight Savings Time, employees will be allowed to use accumulated benefit time, excluding sick leave, to cover the one (1) hour reduction in work time.~~

~~Commercial Drivers License—If any employee is required to possess a CDL, the Employer shall reimburse the employee for the renewal costs of the CDL associated with its issuance and application fee.~~

~~Inconvenience Pay DHS only—In the event of a day off rotation schedule only, an employee who works more than five (5) days in any given seven (7) day period even though it overlaps work weeks, shall be paid inconvenience premium pay of 50¢ per hour above the regular rate of pay on each of those days worked over five (5) days within said seven day period. There shall be no double payment or calculation of the same days within a given seven day period.~~

~~Canine Handlers Pay—Effective July 1, 2009, Canine Handlers shall receive one (1) hour straight time compensation seven days a week for canine maintenance.~~

~~Attendance in Court—Any permanent employee called for jury duty or subpoenaed by any legislative, judicial or administrative tribunal, shall be allowed time away from work without loss of pay during his/her working hours for such purposes except in matters of non work related personal litigation. Upon receiving the sum paid for jury service or witness fee, the employee shall submit the warrant, or its equivalent, to the agency to be returned to the fund in the State Treasury from which the original payroll warrant was drawn. Provided, however, an employee may elect to fulfill such call or subpoena on accrued time off and personal leave and retain the full amount received~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~for such service. Jury duty service shall replace an employee's shift on regularly scheduled work days. Emergency or temporary employees shall be allowed time off without pay for such purpose and shall be allowed to retain the reimbursement received therefore.~~

~~Maternity/Paternity/Adoption Leave—All employees who provide proof of their pregnancy or that of their female partner at least 30 days prior to the expected due date will be eligible for four ten (10) weeks (50 work days) of paid maternity/paternity leave for each pregnancy resulting in birth or multiple births. Should both parents be employees they shall each be eligible for ten (10) weeks (50 work days) of paid maternity/paternity which may be taken consecutively or concurrently. No employee will be allowed to take less than full work week (5 consecutive days). Regardless of the number of pregnancies in a year, no employee shall receive more than the (10) weeks (50) work days of paid leave under this Section per year. The State shall require proof of birth. In addition, non-married male employees may be required to provide proof of paternity such as a birth certificate or other appropriate documentation confirming paternity. Leaves under this section shall also be granted in cases of a full term still born child for a maximum of five (5) weeks. All bargaining unit members are eligible for ten (10) weeks (50 work days) of paid leave with a new adoption, with the leave to commence when physical custody of the child has been granted to the member, provided that the member can show that the formal adoption process is underway. In the event the child was in foster care immediately preceding the adoption process the leave will commence once a court order has been issued for permanent placement and the foster parent has been so notified of their right to adopt as long as the foster child has not resided in the home for more than three (3) years. The agency personnel office must be notified, and the member must submit proof that the adoption has been initiated. Should both parents be employees they each shall be eligible for ten (10) weeks (50 work days) of paid maternity/paternity which may be taken consecutively or concurrently. No employee will be allowed to take less than full work week (5 consecutive work days). Regardless of the number of adoptions in a year, no individual shall receive more than ten (10) weeks (50 work days) of paid leave under this Section per year. Maternity/Paternity leave is for the purpose of bonding with the new member of the household. Employees are not eligible for the above referenced leave in the event the adoption is for a step child or relative with whom the employee has previously established residency for a period of one (1) year or more.~~

~~Bereavement Leave—Upon request, employees shall be granted paid leave of up to two (2) scheduled work days to attend the funeral or similar service, for related travel,~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~and bereavement time, upon the death of a member of the employee's immediate family. Leave shall be limited one instance per calendar year. Documentation of the reason for the funeral/bereavement leave, attendance at the funeral or similar service, and relationship to the deceased may be required. Immediate family is defined pursuant to this Section as: father, mother, sister, brother, spouse, children, grandparent and grandchildren including relationships established by marriage. For purposes of application of Bereavement Leave, relationships existing due to marriage will terminate upon death or divorce of the relative through whom the marriage relationship exists. Current marital status will be defined in accordance with State law.~~

~~Vacation Payment—If because of operating needs the Employer cannot grant an employee's request for vacation time within the 24-month period after the expiration of the calendar year such time was earned, such vacation time shall be liquidated in cash at straight time provided the employee has made at least three (3) separate requests, with at least 15 days between each request, for such time within the calendar year preceding liquidation. An employee who has been unable to work due to a service related injury or illness will be allowed to carry accumulated vacation into the next calendar year whenever the employee cannot liquidate vacation time within the 24-month period after the expiration of the calendar year when such time was earned. No salary payment shall be made in lieu of vacation earned but not taken except as provided in this Section 5 of Article XV and on termination of employment for eligible employees with at least six (6) months of continuous service in which case the effective date of termination shall not be extended by the number of days represented by said salary payment.~~

~~Statewide Meetings—Statewide meetings between the Employer and IFPE shall be conducted on a semi-annual basis. Up to ten (10) bargaining unit members or one person per DHS facility, whichever is greater may attend such statewide meetings without loss of pay for their normal work hours. Such attendance at the statewide meetings shall not be unreasonably denied but shall not interfere with agency operations. Proposed agendas shall be exchanged between the parties at least two (2) weeks prior to the date of the statewide meeting. Travel expenses associated with these meetings shall be the responsibility of the employee.~~

~~New Employee Orientation—The IFPE local representative shall be given notice of the date, time and location of the new employee orientation. The Employer shall grant up to thirty (30) minutes with pay for one IFPE representative to attend the orientation. The union orientation period shall be up to thirty (30) minutes and~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~shall take place during the employees regular working hours with no loss of pay to the employees involved. The Union shall inform the Employer of the union representative who will conduct the union orientation.~~

~~Administrative Reassignment—The Employer may reassign an employee for up to ninety (90) days during the course of an investigation. At the time of reassignment the employee shall be provided with a statement that identifies the reason for the investigation. The reassignment shall be within the employee's permanently assigned work location. The employee shall be made whole for all approved travel expenses during the administrative reassignment.~~

~~Travel Required for Training—Overtime will be paid to all employees required to travel for training, orientation, or professional development when travel is in excess of their normal commute and outside their normal work hours. Where current practice exists, employees who are paid overtime for travel during their normal commute time outside normal work time, the practice shall continue.~~

~~2015-2019 Stipend – All bargaining unit employees on active payroll on the date of effectuation of the 2019 collective bargaining agreement shall receive a one-(1)-time stipend of \$2,500 prorated by 25% for each year the employee was employed from July 1, 2015 through June 30, 2019. The stipend shall be paid as soon as practicable after the effectuation of the Agreement.~~

~~2015-2019 Backpay—The Employer will pay bargaining unit members for all backpay owed from the wage freeze from 2015 to 2019, including any pay from missed steps or longevity adjustments.~~

~~Meal Period—Employees shall be entitled to an unpaid lunch period.~~

~~Travel Time—Travel time for all automotive mechanics who are designated as a traveling mechanic shall be paid between work sites and to or from the worksite to a state garage whenever he is required to obtain parts and supplies. Any changes to the current practice shall be discussed at a labor/management meeting in accordance with Article XXIII of the Master Agreement (RC 029, RC 045, and RC 056) signed September 26, 2019 prior to implementation.~~

~~Overtime—An employee who is charged with a UA (unexcused unauthorized absence), XA (unexcused unreported absence), takes a day off without pay for which he/she is not eligible for under Article XII, Leaves of Absence or Article XIII, Sick Leave, in the Master Agreement (RC 029, RC 045, and RC 056) signed September~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~26, 2019, or is suspended without pay on a normal workday and works his/her day off during the same week shall not have such hours considered for determined overtime computation, except during snow and ice season. No overtime credit shall be earned unless authorized and/or directed by the Employer. For the purpose of overtime compensation only, holidays shall count as time worked, unless, such holidays shall falls on the employee's regularly scheduled day off. The overtime payments provided for in Article IX in the Master Agreement (RC 029, RC 045, and RC 056) signed September 26, 2019 shall not be duplicated for the same hours worked and to the extent that hours are compensated for at overtime rates under one provision, they shall not be counted as hours worked in determining overtime under the same or any other provision. Nothing herein shall be construed to require or permit the pyramiding of overtime or premium rates, if any. Employees shall work reasonable amounts of overtime when overtime is necessary. One and a half times an employee's straight time hourly rate shall be paid for all hours of work in excess of 8 hours a day. Time and one half an employee's straight time hourly rate shall be paid for all hours of work on Saturday or in those instances where an employee's regular work schedule includes Saturday, on the first regularly scheduled day off in his/her regularly reoccurring schedule. Two times the employee's regular rate of pay shall be paid for all hours worked by such employee on Sunday or in those instances where an employee's regular work schedule includes Sunday, on the second regularly scheduled day off in his/her regular reoccurring work schedule. Two times the employee's regular rate of pay, in addition to holiday pay, shall be paid for all hours worked by an employee on official State holiday or other days designated as holidays by the Employer. The Employer may schedule employees to utilize compensatory time during the fiscal year in which it was earned. Employees may accumulate up to 40 hours of compensatory time per year. Employees may utilize compensatory during the fiscal year with prior approval and may be denied due to operational needs of the Employer. Any compensatory time remaining at the end of the fiscal year shall be cashed out at the rate it was earned unless it is scheduled by June 30th and utilized by August 15th.~~

~~Holiday Pay—For the purpose of overtime compensation only, holidays shall count as time worked, unless, such holiday falls on the employee's regularly scheduled day off. An employee who is required and does work on an approved State holiday, or if a holiday falls on an employee's scheduled day off, equivalent time off shall be granted within the following 12-month period, or in lieu of equivalent time off, an employee who works on a holiday may choose to receive double time cash payment. Current practice regarding holiday pay in the Departments of Transportation and~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~Central Management Services shall continue. If not used within a twelve-month period such time is forfeited.~~

~~Call-Back Pay—If an employee is called back to work outside his/her regularly scheduled shift he/she shall be paid a minimum of two hours of pay at the appropriate rate. If an employee works more than two hours, but no more than four hours, he/she shall be paid four hours of pay at the appropriate rate.~~

~~Grievance Time Off—The grievant and/or an IFPE steward shall be permitted reasonable time without loss of pay during their normal working hours to process a grievance. No employee or IFPE steward shall leave his/her work to process a grievance without first notifying and receiving authorization from his/her supervisor, which authorization shall not unreasonably be withheld. Such leave shall not interfere with the operating needs of the agency. The Employer shall not be responsible for any travel or subsistence expenses incurred by grievants or IFPE steward in the processing of grievances. Witnesses who have been subpoenaed and who are State employees and whose testimony is pertinent to the grievance presentation will be permitted reasonable time off without loss of pay to attend grievance or arbitration hearings. Unless mutually agreed otherwise, such reasonable time off shall not exceed three (3) hours in any one day, plus travel time, except for arbitration days.~~

~~Temporary Assignment Pay—The Employer may temporarily assign an employee to perform the duties of another position classification. To be eligible for temporary assignment pay, the employee must be qualified and be assigned in writing by the Employer to perform the duties and responsibilities which distinguish the higher position classification. An employee temporarily assigned to the duties of a position classification in an equal or lower pay grade than his/her permanent position classification shall be paid his/her permanent position classification rate. If the employee is temporarily assigned to a position classification having a higher pay grade than his/her permanent position classification, the employee shall be paid as if he/she had received a promotion into such higher pay grade. If the employee who has been temporarily assigned is selected for the posted vacancy, the employee shall have his/her creditable service date adjusted to reflect the first date on which he/she was temporarily assigned without interruption. Employees shall be paid at the higher rate commencing on the first day of such assignment. If an employee is temporarily assigned to a higher position classification outside of the RC-45 bargaining unit, the employee shall receive a 10% salary adjustment for all time assigned to such position. Any temporary assignment of less than one-half day shall not be counted and any~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~temporary assignment of more than one half day but less than a full day shall be considered one full day. The use of any accrued time (i.e., vacation, sick, personal business, holidays) shall be at the employee's normal rate of pay. Employer agrees not to rotate temporary assignments for the purpose of avoiding temporary assignment pay. Employees who are assigned to work in a temporary assignment in excess of thirty (30) consecutive days shall receive temporary assignment pay when using accrued time. A temporary assignment shall not normally exceed sixty (60) consecutive calendar days.~~

~~Clothing and Equipment—The Employer shall provide any special and/or protective clothing and/or equipment (excluding vehicles), or the equivalent by reimbursement, which is required by the Employer and/or is determined by the Employer as being necessary for such employees to perform their work. The Employer shall pay or provide for the maintenance of all clothing and equipment determined by the Employer as being necessary. Present practices shall continue and shall be subject to agency level local supplementary negotiations or discussions at Labor Management Meetings. If an employee needs additional equipment to perform the duties of his or her position, not listed in Section 1, then a written request shall be submitted to the Circuit Supervisor. Such requests shall not be unreasonably denied. If the request is approved, channels, purchased the item will be purchased through the normal purchasing or if approved by the Circuit Supervisor the item may be locally and the voucher submitted to the Employer for payment. Such equipment issued remains the property of the Employer and shall not be used by an employee at any time other than while said employee is on duty. An employee shall be responsible for full and careful maintenance of this equipment. If an item is damaged or lost, an employee may purchase a new item or be issued a new item if he can show proof of damage and/or loss and if the replacement is approved by the Bureau Chief. At the time of termination of employment all equipment, regardless of condition, shall be returned to the Employer by the employee. The frequency of replacement of the various items will be determined by the Department of Agriculture. The Employer will provide each employee subject to this Agreement the following articles of clothing: 2 frocks, 1 apron (kill floor use), and 1 pair of OSHA approved boots (kill floor use). Employees may locally purchase rubberized boots, steel toe or insulated, and submit the voucher to the Employer for payment. Each fiscal year employees will be allotted an allowance equal to the price of the standard issue boot in the approved vendor catalog to replace their damaged or worn boots. Any deviation from this policy will require approval from the Division Manager. Maintenance and laundry of clothing furnished will be provided by the employee in such a fashion to present a neat and clean appearance. Replacement of worn or damaged clothing will be determined by the~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~Employer. Such clothing issued remains the property of the Employer and shall not be used by an employee at any time other than while said employee is on duty. Each agency shall continue current practice with regard to technical equipment necessary for performance of duties. The employer shall endeavor to provide a secure area for the employees to place their personal tools during non-working hours. Discussions to accomplish this goal will be held at the work site or at the agency level labor/management meetings. Effective July 1, 2989, all bargaining unit employees shall have 12 sets of uniforms available to them. These uniforms shall be distributed in accordance with current practices. Each set shall consist of one shirt and one pair of pants/jeans. Bargaining unit employees shall have two (2) coats available to them. Current practices with regard to other items of clothing shall continue in effect for the Departments of Central Management Services and Transportation, respectively. The Employer shall be responsible for cleaning the uniforms. For safety, all uniform items shall be made of 100% cotton material. The Employer will ensure that cotton uniforms are provided to employees subject to the letting of new contracts for uniforms. All Mechanics and Auto Body Repairers who are required to furnish their own tools as a condition of employment shall receive \$125.00 per month of taxable income, as a tool allowance. It is understood by the parties this additional compensation represents a tool allowance and shall not change the general wages agreed to by the parties as listed in Appendix B of the Master Agreement (RC-029, RC-045, and RC-056) signed September 26, 2019. If the Employer requires the wearing of safety shoes, the employees affected shall annually receive a \$100.00 safety shoe reimbursement.~~

~~Temporary Geographical Transfer—The Employer may temporarily transfer an employee for not more than a ninety (90) calendar day period. The Agency shall notify the union and the employee of the temporary transfers. The Employer shall reimburse the employee for expenses incurred for the duration of the temporary transfer. The reimbursement rate shall be as determined by the Governor's Travel Control Board. The mode of travel and reasonableness of expenses shall be determined by the Employer. Upon completion of the ninety (90) calendar day temporary transfer, if the employee requests he/she shall be returned to their permanent work location. If no request is made, the Employer shall return the employee to his/her previous assignment or request an extension for the temporary transfer. The extension shall be by mutual agreement, but no request shall be unreasonably denied.~~

~~In-Hire Rates – AllThe parties agree that all~~ classifications shall have a 75% in- hire rate for all employees hired on or after July 1, 2013. Employees who are promoted

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

and are in the in-hire progression will promote to the next step of the in-hire rate of the higher classification. In addition, temporary assignments shall also be calculated at the in-hire rates. Employees in the in-hire progression will receive a 5% increase each year for five ~~(5)~~ years on their anniversary date in order to obtain the full rate. All full scale employees will be promoted to the full-scale rate of the next higher classifications, upon promotion.

~~Automotive Mechanic Option 2 Annual Stipends — Employees working as an Automotive Mechanic Option 2 who possess a valid Commercial Driver's License (CDL) shall receive a \$500 stipend payment if on active payroll on June 30 of each fiscal year.~~

~~Shift Differential Pay — Regular shifts that commence at or after 4:00 p.m. shall be considered night shifts and employees on those shifts shall be paid at \$0.50 per hour above their normal rate of pay for all hours worked on those shifts. Effective January 1, 2003, the shift differential shall increase to \$0.65 per hour.~~

~~Storekeeper Clarification — Storekeeper I and II serve as an Automotive Parts Warehouser in Cook County. The Storekeeper I and II titles are in Cook County only.~~

Longevity Pay – Effective July 1, 1998, the Step 7 rate shall be increased \$50 per month for those employees (non-sworn) who attain 15 years of service and have three or more years of creditable service on Step 7 in the same pay grade. Effective July 1, 2010, the Step 8 rate shall be increased by \$50 per month for those employees (non-sworn) who attain 10 years of service and have three or more years of creditable service at Step 8 in the same pay grade. Effective July 1, 2010, the Step 8 rate shall be increased \$75 per month for those employees (non-sworn) who attain 15 years of service and have three or more years of creditable service on Step 8. Effective July 1, 2013, the Step 8 rate shall be increased \$75 per month for those employees (non-sworn) who attain 10 years of service and have three of more years of creditable service at Step 8 in the same pay grade. Effective July 1, 2013, the Step 8 rate shall be increased \$100 per month for those employees (non-sworn) who attain 15 years of service and have three or more years of creditable service on Step 8.

Pension Formula Change – An employee newly hired to a position that was previously covered by the alternative formula for pension benefits prior to January 1, 2011 and, effective January 1, 2011, is covered by the standard formula for pension benefits (see the Illinois Pension Code [40 ILCS 5/1-160(g) and 14-110(b)]) shall be placed on the Pay Plan Code B salary grade assigned to the classification to which the

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

position is allocated. An employee newly hired is an employee hired on or after January 1, 2011 who has never been a member of the State Employees' Retirement System (SERS) or any other reciprocal retirement system. Other reciprocal retirement systems are the Chicago Teachers' Pension Fund, County Employees' Annuity and Benefit Fund of Cook County, Forest Preserve District Employees' Annuity and Benefit Fund of Cook County, General Assembly Retirement System (GARS), Illinois Municipal Retirement Fund (IMRF), Judges Retirement System (JRS), Laborers' Annuity and Benefit Fund of Chicago, Metropolitan Water Reclamation District Retirement Fund, Municipal Employees Annuity and Benefit Fund of Chicago, State Universities Retirement System (SURS) and Teachers' Retirement System of the State of Illinois (TRS).

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Section 310.APPENDIX A Negotiated Rates of Pay**Section 310.TABLE H RC-006 (Corrections Employees, AFSCME)**

Title	Title Code	Bargaining Unit	Pay Grade
Canine Specialist	06500	RC-006	14
Correctional Officer	09675	RC-006	09
Correctional Officer Trainee	09676	RC-006	05
Correctional Sergeant	09717	RC-006	12
Corrections Clerk I	09771	RC-006	09
Corrections Clerk II	09772	RC-006	11
Corrections Food Service Supervisor I	09793	RC-006	11
Corrections Food Service Supervisor II	09794	RC-006	13
Corrections Grounds Supervisor	09796	RC-006	12
Corrections Identification Technician	09801	RC-006	11
Corrections Industry Lead Worker	09805	RC-006	12
Corrections Laundry Manager I	09808	RC-006	13
Corrections Locksmith	09818	RC-006	12
Corrections Maintenance Craftsman	09821	RC-006	12
Corrections Maintenance Worker	09823	RC-006	10
Corrections Medical Technician	09824	RC-006	10
Corrections Residence Counselor I	09837	RC-006	11
Corrections Supply Supervisor I	09861	RC-006	11
Corrections Supply Supervisor II	09862	RC-006	13
Corrections Transportation Officer I	09871	RC-006	11
Corrections Transportation Officer II	09872	RC-006	14
Corrections Treatment Officer	09864	RC-006	14
Corrections Treatment Officer Trainee	09866	RC-006	11
Corrections Utilities Operator	09875	RC-006	12
Corrections Vocational Instructor	09879	RC-006	12
Educator Aide	13130	RC-006	06
Housekeeper	19600	RC-006	02
Juvenile Justice Specialist	21971	RC-006	14
Juvenile Justice Specialist Intern	21976	RC-006	11
Pest Control Operator	31810	RC-006	06
Property and Supply Clerk II	34792	RC-006	04
Social Service Aide Trainee	41285	RC-006	01
Storekeeper I	43051	RC-006	07
Storekeeper II	43052	RC-006	08

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~hour equivalent rounded to the nearest cent and shall continue to receive the higher cents per hour rate. This provision shall not apply to employees who, because of "flex time" scheduling made at their request, are scheduled and work hours that would otherwise qualify them for premium pay under this provision.~~

Longevity Pay – Effective January 1, 2002, the Step 8 rate shall be increased by \$25 per month for those employees who attain 10 years of continuous service and have three ~~(3)~~ or more years of creditable service on Step 7 in the same or higher pay grade on or before January 1, 2002. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 7 in the same or higher pay grade on or before January 1, 2002, the Step 8 rate shall be increased by \$50 per month. For employees not eligible for longevity pay on or before January 1, 2002, the Step 8 rate shall be increased by \$25 per month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade, the Step 8 rate shall be increased by \$50 per month. Effective July 1, 2010, the Step 8 rate shall be increased by \$50 per month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2010. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2010, the Step 8 rate shall be increased by \$75 per month. Effective July 1, 2013, the Step 8 rate shall be increased by \$25 per month to \$75 a month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2013. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2013, the Step 8 rate shall be increased by \$25 per month to \$100 a month. Employees whose salaries are red-circled above the maximum ~~step~~Step rate continue to receive all applicable general increases and any other adjustments (except the longevity pay) provided for in ~~an applicable collective bargaining agreement~~the Agreement. For these employees, the longevity pay shall be limited to the amount that would increase the employee's salary to the amount that is equal to that of an employee on the maximum ~~step~~Step rate with the same number of years of continuous and creditable service. Employees receiving the longevity pay shall continue to receive the longevity pay as long as they remain in the same or successor classification as a result of a reclassification or reevaluation. Employees who are eligible for the

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

increase provided for longevity pay on or before January 1, 2002, shall continue to receive longevity pay after being placed on Step 8 while they remain in the same or lower pay grade.

Effective July 1, 2019
Bargaining Unit: RC-006

Pay Grade	Pay Plan Code	STEPS										
		1e	1b	1a	1	2	3	4	5	6	7	8
1	Q	2830	2923	3015	3082	3166	3246	3322	3412	3485	3629	3777
1	S	2901	2997	3092	3162	3241	3324	3393	3485	3559	3707	3855
2	Q	2902	2998	3093	3163	3242	3321	3404	3490	3572	3722	3869
2	S	2972	3069	3166	3237	3320	3392	3480	3568	3645	3794	3947
3	Q	2976	3073	3170	3242	3322	3418	3503	3587	3680	3827	3978
3	S	3046	3146	3245	3320	3393	3492	3578	3662	3756	3905	4062
4	Q	3048	3147	3247	3322	3420	3507	3610	3704	3800	3966	4126
4	S	3113	3214	3316	3393	3497	3582	3683	3777	3877	4044	4205
5	Q	3243	3349	3455	3536	3644	3762	3876	4000	4119	4312	4485
5	S	3312	3421	3529	3612	3722	3840	3956	4077	4196	4396	4571
6	Q	3422	3534	3646	3733	3876	4002	4132	4269	4405	4641	4826
6	S	3493	3607	3721	3811	3956	4078	4212	4351	4491	4724	4912
7	Q	3445	3557	3670	3758	3876	4014	4131	4281	4405	4632	4818
7	S	3515	3631	3746	3836	3956	4090	4210	4362	4491	4714	4902
8	Q	3693	3814	3935	4030	4179	4325	4493	4647	4796	5061	5263
8	S	3762	3885	4009	4107	4256	4406	4578	4730	4884	5148	5352
9	Q	3698	3818	3940	4036	4184	4336	4508	4665	4836	5099	5305

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

9	S	3769	3893	4016	4115	4264	4422	4590	4752	4923	5185	5392
10	Q	3842	3968	4094	4195	4352	4533	4706	4884	5063	5350	5566
10	S	3920	4048	4177	4280	4435	4618	4789	4970	5151	5434	5654
11	Q	4019	4151	4282	4389	4571	4747	4948	5137	5334	5641	5867
11	S	4093	4227	4361	4471	4652	4828	5035	5219	5424	5725	5955
12	Q	4186	4323	4460	4573	4764	4973	5178	5379	5580	5905	6139
12	S	4260	4401	4541	4654	4850	5059	5260	5469	5665	5989	6228
13	Q	4376	4519	4663	4782	4999	5223	5444	5666	5898	6238	6485
13	S	4455	4601	4748	4868	5087	5312	5534	5755	5982	6323	6577
14	Q	4447	4593	4738	4858	5086	5315	5535	5761	5989	6342	6593
14	S	4525	4673	4821	4945	5171	5402	5622	5847	6072	6428	6685
15	Q	4592	4743	4892	5017	5252	5489	5717	5959	6197	6551	6813
15	S	4668	4821	4974	5102	5339	5578	5805	6050	6282	6639	6906

Effective January 1, 2020
Bargaining Unit: RC-006

Pay Grade	Pay Plan Code	STEPS										
		1e	1b	1a	1	2	3	4	5	6	7	8
1	Q	2872	2967	3060	3128	3213	3295	3372	3463	3537	3683	3834
1	S	2945	3042	3138	3209	3290	3374	3444	3537	3612	3763	3913
2	Q	2946	3043	3139	3210	3291	3371	3455	3542	3626	3778	3927
2	S	3017	3115	3213	3286	3370	3443	3532	3622	3700	3851	4006
3	Q	3021	3119	3218	3291	3372	3469	3556	3641	3735	3884	4038
3	S	3092	3193	3294	3370	3444	3544	3632	3717	3812	3964	4123

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

4	Q	3094	3194	3296	3372	3471	3560	3664	3760	3857	4025	4188
4	S	3160	3262	3366	3444	3549	3636	3738	3834	3935	4105	4268
5	Q	3292	3399	3507	3589	3699	3818	3934	4060	4181	4377	4552
5	S	3362	3472	3582	3666	3778	3898	4015	4138	4259	4462	4640
6	Q	3473	3587	3701	3789	3934	4062	4194	4333	4471	4711	4898
6	S	3545	3661	3777	3868	4015	4139	4275	4416	4558	4795	4986
7	Q	3497	3610	3725	3814	3934	4074	4193	4345	4471	4701	4890
7	S	3568	3685	3802	3894	4015	4151	4273	4427	4558	4785	4976
8	Q	3748	3871	3994	4090	4242	4390	4560	4717	4868	5137	5342
8	S	3818	3943	4069	4169	4320	4472	4647	4801	4957	5225	5432
9	Q	3753	3875	3999	4097	4247	4401	4576	4735	4909	5175	5385
9	S	3826	3951	4076	4177	4328	4488	4659	4823	4997	5263	5473
10	Q	3900	4028	4155	4258	4417	4601	4777	4957	5139	5430	5649
10	S	3979	4109	4240	4344	4502	4687	4861	5045	5228	5516	5739
11	Q	4079	4213	4346	4455	4640	4818	5022	5214	5414	5726	5955
11	S	4154	4290	4426	4538	4722	4900	5111	5297	5505	5811	6044
12	Q	4249	4388	4527	4642	4835	5048	5256	5460	5664	5994	6231
12	S	4324	4467	4609	4724	4923	5135	5339	5551	5750	6079	6321
13	Q	4442	4587	4733	4854	5074	5301	5526	5751	5986	6332	6582
13	S	4522	4670	4819	4941	5163	5392	5617	5841	6072	6418	6676
14	Q	4514	4662	4809	4931	5162	5395	5618	5847	6079	6437	6692
14	S	4593	4743	4893	5019	5249	5483	5706	5935	6163	6524	6785
15	Q	4661	4814	4965	5092	5331	5571	5803	6048	6290	6649	6915

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~15~~ ~~S~~ ~~4738~~ ~~4893~~ ~~5049~~ ~~5179~~ ~~5419~~ ~~5662~~ ~~5892~~ ~~6141~~ ~~6376~~ ~~6739~~ ~~7010~~

Effective July 1, 2020
Bargaining Unit: RC-006

Pay Grade	Pay Plan Code	S T E P S										
		1c	1b	1a	1	2	3	4	5	6	7	8
1	Q	2957	3054	3149	3194	3280	3364	3443	3536	3611	3760	3915
1	S	3032	3131	3229	3276	3359	3445	3516	3611	3688	3842	3995
2	Q	3033	3132	3230	3277	3360	3442	3528	3616	3702	3857	4009
2	S	3105	3205	3305	3355	3441	3515	3606	3698	3778	3932	4090
3	Q	3109	3209	3311	3360	3443	3542	3631	3717	3813	3966	4123
3	S	3182	3285	3388	3441	3516	3618	3708	3795	3892	4047	4210
4	Q	3184	3286	3390	3443	3544	3635	3741	3839	3938	4110	4276
4	S	3251	3356	3462	3516	3624	3712	3816	3915	4018	4191	4358
5	Q	3386	3495	3606	3664	3777	3898	4017	4145	4269	4469	4648
5	S	3458	3570	3682	3743	3857	3980	4099	4225	4348	4556	4737
6	Q	3571	3687	3804	3869	4017	4147	4282	4424	4565	4810	5001
6	S	3644	3763	3881	3949	4099	4226	4365	4509	4654	4896	5091
7	Q	3595	3711	3828	3894	4017	4160	4281	4436	4565	4800	4993
7	S	3668	3787	3907	3976	4099	4238	4363	4520	4654	4885	5080
8	Q	3852	3977	4103	4176	4331	4482	4656	4816	4970	5245	5454
8	S	3923	4051	4179	4257	4411	4566	4745	4902	5061	5335	5546
9	Q	3857	3981	4108	4183	4336	4493	4672	4834	5012	5284	5498
9	S	3931	4059	4187	4265	4419	4582	4757	4924	5102	5374	5588

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

10	Q	4007	4138	4267	4347	4510	4698	4877	5061	5247	5544	5768
10	S	4088	4220	4354	4435	4597	4785	4963	5151	5338	5632	5860
11	Q	4190	4326	4462	4549	4737	4919	5127	5323	5528	5846	6080
11	S	4266	4405	4544	4633	4821	5003	5218	5408	5621	5933	6171
12	Q	4363	4505	4647	4739	4937	5154	5366	5575	5783	6120	6362
12	S	4440	4586	4731	4823	5026	5243	5451	5668	5871	6207	6454
13	Q	4560	4708	4857	4956	5181	5412	5642	5872	6112	6465	6720
13	S	4642	4793	4945	5045	5271	5505	5735	5964	6200	6553	6816
14	Q	4634	4785	4935	5035	5270	5508	5736	5970	6207	6572	6833
14	S	4714	4868	5021	5124	5359	5598	5826	6060	6292	6661	6927
15	Q	4784	4940	5094	5199	5443	5688	5925	6175	6422	6789	7060
15	S	4862	5021	5180	5288	5533	5781	6016	6270	6510	6881	7157

**Effective July 1, 2021
Bargaining Unit: RC-006**

Pay Grade	Pay Plan Code	S T E P S										
		1c	1b	1a	1	2	3	4	5	6	7	8
1	Q	3099	3200	3298	3320	3410	3497	3579	3676	3754	3909	4070
1	S	3177	3280	3382	3405	3492	3581	3655	3754	3834	3994	4153
2	Q	3178	3281	3383	3406	3493	3578	3667	3759	3848	4009	4167
2	S	3253	3357	3461	3488	3577	3654	3748	3844	3927	4087	4252
3	Q	3257	3361	3467	3493	3579	3682	3774	3864	3964	4123	4286
3	S	3333	3440	3547	3577	3655	3761	3854	3945	4046	4207	4376

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

4	Q	3335	3441	3549	3579	3684	3779	3889	3991	4094	4272	4445
4	S	3404	3514	3624	3655	3767	3859	3967	4070	4177	4357	4530
5	Q	3545	3658	3773	3809	3926	4052	4176	4309	4438	4646	4832
5	S	3620	3736	3852	3891	4009	4137	4261	4392	4520	4736	4924
6	Q	3737	3858	3979	4022	4176	4311	4451	4599	4745	5000	5199
6	S	3813	3937	4059	4105	4261	4393	4537	4687	4838	5089	5292
7	Q	3762	3883	4004	4048	4176	4324	4450	4611	4745	4990	5190
7	S	3838	3962	4086	4133	4261	4405	4535	4699	4838	5078	5281
8	Q	4029	4159	4290	4341	4502	4659	4840	5006	5166	5452	5669
8	S	4103	4236	4369	4425	4585	4746	4932	5096	5261	5546	5765
9	Q	4034	4163	4295	4348	4507	4670	4857	5025	5210	5493	5715
9	S	4111	4244	4377	4433	4594	4763	4945	5118	5304	5586	5809
10	Q	4190	4326	4461	4519	4688	4884	5070	5261	5454	5763	5996
10	S	4274	4412	4551	4610	4779	4974	5159	5354	5549	5854	6091
11	Q	4381	4522	4663	4729	4924	5113	5330	5533	5746	6077	6320
11	S	4460	4604	4748	4816	5011	5201	5424	5622	5843	6167	6415
12	Q	4560	4708	4856	4926	5132	5358	5578	5795	6011	6362	6613
12	S	4640	4792	4943	5014	5225	5450	5666	5892	6103	6452	6709
13	Q	4765	4919	5074	5152	5386	5626	5865	6104	6353	6720	6985
13	S	4850	5007	5165	5244	5479	5722	5962	6200	6445	6812	7085
14	Q	4842	4999	5155	5234	5478	5726	5963	6206	6452	6832	7103
14	S	4925	5085	5244	5326	5571	5819	6056	6299	6541	6924	7201
15	Q	4998	5160	5320	5404	5658	5913	6159	6419	6676	7057	7339
15	S	5079	5244	5410	5497	5752	6009	6254	6518	6767	7153	7440

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Effective July 1, 2022
Bargaining Unit: RC-006

Pay Grade	Pay Plan Code	S T E P S										
		1c	1b	1a	1	2	3	4	5	6	7	8
1	Q	3221	3326	3428	3451	3545	3635	3720	3821	3902	4063	4231
1	S	3302	3410	3516	3539	3630	3722	3799	3902	3985	4152	4317
2	Q	3304	3411	3517	3541	3631	3719	3812	3907	4000	4167	4332
2	S	3381	3490	3598	3626	3718	3798	3896	3996	4082	4248	4420
3	Q	3386	3494	3604	3631	3720	3827	3923	4017	4121	4286	4455
3	S	3465	3576	3687	3718	3799	3910	4006	4101	4206	4373	4549
4	Q	3467	3577	3689	3720	3830	3928	4043	4149	4256	4441	4621
4	S	3538	3653	3767	3799	3916	4011	4124	4231	4342	4529	4709
5	Q	3685	3802	3922	3959	4081	4212	4341	4479	4613	4830	5023
5	S	3763	3884	4004	4045	4167	4300	4429	4565	4699	4923	5118
6	Q	3885	4010	4136	4181	4341	4481	4627	4781	4932	5198	5404
6	S	3964	4093	4219	4267	4429	4567	4716	4872	5029	5290	5501
7	Q	3911	4036	4162	4208	4341	4495	4626	4793	4932	5187	5395
7	S	3990	4118	4247	4296	4429	4579	4714	4885	5029	5279	5490
8	Q	4188	4323	4459	4512	4680	4843	5031	5204	5370	5667	5893
8	S	4265	4403	4542	4600	4766	4933	5127	5297	5469	5765	5993
9	Q	4193	4327	4465	4520	4685	4854	5049	5223	5416	5710	5941
9	S	4273	4412	4550	4608	4775	4951	5140	5320	5514	5807	6038

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

10	Q	4356	4497	4637	4698	4873	5077	5270	5469	5669	5991	6233
10	S	4443	4586	4731	4792	4968	5170	5363	5565	5768	6085	6332
11	Q	4554	4701	4847	4916	5118	5315	5541	5752	5973	6317	6570
11	S	4636	4786	4936	5006	5209	5406	5638	5844	6074	6411	6668
12	Q	4740	4894	5048	5121	5335	5570	5798	6024	6248	6613	6874
12	S	4823	4981	5138	5212	5431	5665	5890	6125	6344	6707	6974
13	Q	4953	5113	5274	5356	5599	5848	6097	6345	6604	6985	7261
13	S	5042	5205	5369	5451	5695	5948	6197	6445	6700	7081	7365
14	Q	5033	5196	5359	5441	5694	5952	6199	6451	6707	7102	7384
14	S	5120	5286	5451	5536	5791	6049	6295	6548	6799	7197	7485
15	Q	5195	5364	5530	5617	5881	6147	6402	6673	6940	7336	7629
15	S	5280	5451	5624	5714	5979	6246	6501	6775	7034	7436	7734

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Section 310.APPENDIX A Negotiated Rates of Pay**Section 310.TABLE I RC-009 (Institutional Employees, AFSCME)**

Title	Title Code	Bargaining Unit	Pay Grade
Activity Program Aide I	00151	RC-009	03
Activity Program Aide II	00152	RC-009	05
Apparel/Dry Goods Specialist I	01231	RC-009	05
Apparel/Dry Goods Specialist II	01232	RC-009	09
Apparel/Dry Goods Specialist III	01233	RC-009	23
Clinical Laboratory Associate	08200	RC-009	09
Clinical Laboratory Phlebotomist	08213	RC-009	06
Clinical Laboratory Technician I	08215	RC-009	16
Clinical Laboratory Technician II	08216	RC-009	22
Cook I	09601	RC-009	07
Cook II	09602	RC-009	14
Educator Aide	13130	RC-009	19
Facility Assistant Fire Chief	14430	RC-009	21
Facility Fire Safety Coordinator	14435	RC-009	21
Facility Firefighter	14439	RC-009	16
Florist II	15652	RC-009	19
Institutional Maintenance Worker	21465	RC-009	10
Laboratory Assistant	22995	RC-009	02
Laboratory Associate I	22997	RC-009	16
Laboratory Associate II	22998	RC-009	22
Laundry Manager I	23191	RC-009	23
Licensed Practical Nurse I	23551	RC-009	16
Licensed Practical Nurse II	23552	RC-009	21
Locksmith	24300	RC-009	27
Mental Health Technician I	27011	RC-009	05
Mental Health Technician II	27012	RC-009	09
Mental Health Technician III	27013	RC-009	12
Mental Health Technician IV	27014	RC-009	14
Mental Health Technician V	27015	RC-009	17
Mental Health Technician VI	27016	RC-009	18
Mental Health Technician Trainee	27020	RC-009	01
Pest Control Operator	31810	RC-009	15
Physical Therapy Aide II	32192	RC-009	10
Physical Therapy Aide III	32193	RC-009	17

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Rehabilitation Workshop Instructor I	38192	RC-009	12
Rehabilitation Workshop Instructor II	38193	RC-009	20
Residential Care Worker	38277	RC-009	20
Residential Care Worker Trainee	38279	RC-009	11
Security Therapy Aide I	39901	RC-009	24
Security Therapy Aide II	39902	RC-009	25
Security Therapy Aide III	39903	RC-009	26
Security Therapy Aide IV	33904	RC-009	27
Security Therapy Aide Trainee	39905	RC-009	13
Social Service Aide I	41281	RC-009	12
Social Service Aide II	41282	RC-009	17
Social Service Aide Trainee	41285	RC-009	02
Support Service Coordinator I	44221	RC-009	15
Support Service Coordinator II	44222	RC-009	22
Support Service Lead	44225	RC-009	07
Support Service Worker	44238	RC-009	04
Transportation Officer	45830	RC-009	25
Veterans Nursing Assistant – Certified	47750	RC-009	12

NOTES: Stipend – Effective June 30, 2019, and paid upon ratification of the [2019 collective bargaining agreement](#) ~~Agreement signed August 21, 2019, provided that ratification occurs prior to August 15, 2019,~~ all bargaining unit employees shall receive a one-time stipend of \$2,500 prorated by 25% for each year the employee was employed from July 1, 2015 through June 30, 2019.

Sub-Steps – Step 1a, 1b, and 1c shall be implemented for all employees hired on or after May 20, 2013, with a 3% step differential. Effective July 1, 2019, Step 1a, 1b, and 1c shall be increased by \$25 per month, [with subsequent \\$25 per month increases effective](#). ~~Effective July 1, 2020 and, Step 1a, 1b, and 1c shall be increased by an additional \$25 per month. Effective July 1, 2021, Step 1a, 1b, and 1c shall be increased by an additional \$25 per month. The rates are set out in the rate tables below.~~

General Increases – [The pay rates for all bargaining unit classifications and steps shall be increased by the specified percentage amounts effective on the following dates:](#) ~~Effective January 1, 2020, the pay rates for all bargaining unit classifications and steps shall be increased by 1.50%; which rates are set out in a rate table below. Effective July 1, 2020, the pay rates for all bargaining unit classifications and steps shall be increased by 2.10%; which rates are set out in a rate table below. Effective~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

July 1, 2021, ~~the pay rates for all bargaining unit classifications and steps shall be increased by 3.95%; and which rates are set out in rate table below.~~ Effective July 1, 2022, ~~the pay rates for all bargaining unit classifications and steps shall be increased by 3.95%, which rates are set out in a rate table below.~~ Pay rates for each step and their effective dates are listed in the rate tables in this Section.

~~Shift Differential Pay—Employees shall be paid a shift differential of \$0.80 per hour in addition to their base salary rate for all hours worked if their normal work schedule for that day provides that they are scheduled to work and they work ½ or more of the work hours before 7 a.m. or after 3 p.m. The payment shall be for all paid time. Incumbents who currently receive a percentage shift differential providing more than the cents per hour indicated in this Note based on the base rate of pay prior to the effective date shall have that percentage converted to the cents per hour equivalent rounded to the nearest cent and shall continue to receive the higher cents per hour rate. This provision shall not apply to employees who, because of "flex time" scheduling made at their request, are scheduled and work hours that would otherwise qualify them for premium pay under this provision.~~

Longevity Pay – Effective January 1, 2002, the Step 8 rate shall be increased by \$25 per month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 7 in the same or higher pay grade on or before January 1, 2002. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 7 in the same or higher pay grade on or before January 1, 2002, the Step 8 rate shall be increased by \$50 per month. For employees not eligible for longevity pay on or before January 1, 2002, the Step 8 rate shall be increased by \$25 per month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade, the Step 8 rate shall be increased by \$50 per month. Effective July 1, 2010, the Step 8 rate shall be increased by \$50 per month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2010. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2010, the Step 8 rate shall be increased by \$75 per month. Effective July 1, 2013, the Step 8 rate shall be increased by \$25 per month to \$75 a month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

grade on or before July 1, 2013. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2013, the Step 8 rate shall be increased by \$25 per month to \$100 a month. Employees whose salaries are red-circled above the maximum Step rate continue to receive all applicable general increases and any other adjustments (except the longevity pay) provided for in [an applicable collective bargaining agreement](#)~~the Agreement~~. For these employees, the longevity pay shall be limited to the amount that would increase the employee's salary to the amount that is equal to that of an employee on the maximum Step rate with the same number of years of continuous and creditable service. Employees receiving the longevity pay shall continue to receive the longevity pay as long as they remain in the same or successor classification as a result of a reclassification or reevaluation. Employees who are eligible for the increase provided for longevity pay on or before January 1, 2002, shall continue to receive longevity pay after being placed on Step 8 while they remain in the same or lower pay grade.

~~Effective July 1, 2019~~
~~Bargaining Unit: RC-009~~

Pay Grade	Pay Plan Code	STEPS										
		1e	1b	1a	1	2	3	4	5	6	7	8
1	B	2602	2686	2771	2831	2896	2972	3042	3116	3190	3322	3454
1	Q	2701	2790	2879	2943	3008	3087	3165	3239	3314	3454	3594
2	B	2661	2746	2834	2896	2972	3053	3120	3207	3279	3418	3557
2	Q	2763	2852	2942	3008	3087	3169	3243	3334	3409	3554	3696
3	B	2680	2768	2854	2917	3008	3105	3201	3302	3409	3546	3689
3	Q	2782	2873	2965	3029	3125	3227	3328	3436	3542	3688	3836
4	B	2725	2815	2902	2967	3042	3119	3201	3284	3360	3502	3641
4	Q	2830	2923	3015	3082	3165	3242	3328	3414	3495	3642	3788
5	B	2744	2834	2924	2988	3080	3179	3279	3384	3492	3631	3779
5	Q	2853	2947	3040	3109	3203	3307	3409	3521	3630	3778	3930

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

6	B	2807	2899	2991	3058	3135	3220	3310	3394	3489	3636	3781
6	Q	2914	3007	3103	3173	3259	3349	3443	3532	3626	3781	3933
7	B	2865	2958	3051	3120	3216	3296	3393	3486	3577	3730	3879
7	Q	2976	3074	3170	3243	3342	3430	3531	3624	3723	3887	4042
8	B	2879	2973	3067	3135	3225	3320	3413	3504	3604	3767	3917
8	Q	2990	3088	3186	3259	3352	3452	3547	3645	3747	3922	4079
9	B	2890	2984	3079	3149	3246	3351	3455	3569	3685	3845	3998
9	Q	3004	3102	3201	3274	3377	3484	3597	3712	3838	4004	4164
10	B	2951	3048	3144	3216	3310	3403	3503	3600	3704	3876	4032
10	Q	3066	3166	3267	3342	3443	3537	3644	3742	3856	4036	4198
11	B	2960	3056	3153	3225	3327	3424	3532	3628	3731	3908	4065
11	Q	3076	3177	3277	3352	3462	3560	3676	3774	3888	4070	4234
12	B	2976	3073	3170	3242	3346	3452	3562	3676	3798	3965	4124
12	Q	3094	3195	3297	3373	3478	3591	3707	3827	3960	4130	4296
13	B	3052	3152	3252	3327	3430	3539	3649	3766	3877	4061	4223
13	Q	3176	3279	3383	3462	3568	3683	3796	3920	4037	4230	4401
14	B	3060	3160	3260	3335	3439	3555	3664	3787	3917	4091	4253
14	Q	3180	3284	3388	3467	3578	3696	3814	3945	4079	4264	4435
15	B	3127	3229	3332	3409	3514	3630	3745	3871	3984	4178	4344
15	Q	3249	3355	3461	3542	3654	3777	3900	4034	4148	4355	4530
16	B	3149	3252	3355	3433	3559	3664	3785	3905	4025	4231	4402
16	Q	3275	3383	3490	3572	3702	3814	3944	4067	4195	4418	4594
17	B	3152	3255	3358	3436	3546	3664	3784	3914	4045	4248	4418

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

17	Q	3279	3386	3493	3575	3688	3814	3943	4077	4217	4435	4612
18	B	3181	3285	3389	3468	3579	3704	3826	3956	4089	4283	4452
18	Q	3310	3419	3527	3610	3726	3856	3984	4122	4262	4470	4647
19	B	3226	3331	3437	3517	3649	3767	3890	4018	4142	4362	4535
19	Q	3353	3462	3573	3657	3796	3922	4053	4185	4318	4550	4734
20	B	3251	3358	3464	3546	3676	3796	3929	4057	4189	4441	4621
20	Q	3382	3492	3603	3688	3827	3957	4091	4228	4369	4640	4825
21	B	3344	3453	3562	3647	3772	3890	4023	4159	4302	4537	4720
21	Q	3478	3592	3706	3794	3929	4053	4191	4336	4491	4736	4927
22	B	3396	3506	3617	3704	3840	3965	4114	4248	4405	4641	4826
22	Q	3533	3650	3765	3856	3998	4130	4289	4435	4595	4846	5041
23	B	3475	3589	3703	3791	3932	4068	4224	4368	4511	4758	4948
23	Q	3618	3737	3856	3949	4096	4242	4405	4561	4709	4975	5169
24	B	3481	3596	3709	3798	3939	4080	4236	4389	4545	4789	4985
24	Q	3628	3748	3866	3960	4103	4255	4421	4581	4752	5010	5212
25	B	3781	3905	4029	4127	4293	4460	4652	4827	5017	5310	5521
25	Q	3941	4070	4199	4303	4482	4658	4861	5047	5245	5551	5772
26	B	3933	4061	4190	4294	4485	4671	4869	5062	5254	5563	5781
26	Q	4105	4240	4375	4484	4679	4880	5088	5294	5489	5814	6047
27	B	4122	4256	4392	4502	4696	4898	5101	5304	5501	5817	6049
27	Q	4306	4448	4588	4704	4905	5121	5331	5539	5750	6074	6316

Effective January 1, 2020

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Bargaining Unit: RC-009

Pay Grade	Pay Plan Code	S T E P S										
		1e	1b	1a	1	2	3	4	5	6	7	8
1	B	2641	2726	2813	2873	2939	3017	3088	3163	3238	3372	3506
1	Q	2742	2832	2922	2987	3053	3133	3212	3288	3364	3506	3648
2	B	2701	2787	2877	2939	3017	3099	3167	3255	3328	3469	3610
2	Q	2804	2895	2986	3053	3133	3217	3292	3384	3460	3607	3751
3	B	2720	2810	2897	2961	3053	3152	3249	3352	3460	3599	3744
3	Q	2824	2916	3009	3074	3172	3275	3378	3488	3595	3743	3894
4	B	2766	2857	2946	3012	3088	3166	3249	3333	3410	3555	3696
4	Q	2872	2967	3060	3128	3212	3291	3378	3465	3547	3697	3845
5	B	2785	2877	2968	3033	3126	3227	3328	3435	3544	3685	3836
5	Q	2896	2991	3086	3156	3251	3357	3460	3574	3684	3835	3989
6	B	2849	2942	3036	3104	3182	3268	3360	3445	3541	3691	3838
6	Q	2958	3052	3150	3221	3308	3399	3495	3585	3680	3838	3992
7	B	2908	3002	3097	3167	3264	3345	3444	3538	3631	3786	3937
7	Q	3021	3120	3218	3292	3392	3481	3584	3678	3779	3945	4103
8	B	2922	3018	3113	3182	3273	3370	3464	3557	3658	3824	3976
8	Q	3035	3134	3234	3308	3402	3504	3600	3700	3803	3981	4140
9	B	2933	3029	3125	3196	3295	3401	3507	3623	3740	3903	4058
9	Q	3049	3149	3249	3323	3428	3536	3651	3768	3896	4064	4226
10	B	2995	3094	3191	3264	3360	3454	3556	3654	3760	3934	4092
10	Q	3112	3213	3316	3392	3495	3590	3699	3798	3914	4097	4261

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

11	B	3004	3102	3200	3273	3377	3475	3585	3682	3787	3967	4126
11	Q	3122	3225	3326	3402	3514	3613	3731	3831	3946	4131	4298
12	B	3021	3119	3218	3291	3396	3504	3615	3731	3855	4024	4186
12	Q	3140	3243	3346	3424	3530	3645	3763	3884	4019	4192	4360
13	B	3098	3199	3301	3377	3481	3592	3704	3822	3935	4122	4286
13	Q	3224	3328	3434	3514	3622	3738	3853	3979	4098	4293	4467
14	B	3106	3207	3309	3385	3491	3608	3719	3844	3976	4152	4317
14	Q	3228	3333	3439	3519	3632	3751	3871	4004	4140	4328	4502
15	B	3174	3277	3382	3460	3567	3684	3801	3929	4044	4241	4409
15	Q	3298	3405	3513	3595	3709	3834	3959	4095	4210	4420	4598
16	B	3196	3301	3405	3484	3612	3719	3842	3964	4085	4294	4468
16	Q	3324	3434	3542	3626	3758	3871	4003	4128	4258	4484	4663
17	B	3199	3304	3408	3488	3599	3719	3841	3973	4106	4312	4484
17	Q	3328	3437	3545	3629	3743	3871	4002	4138	4280	4502	4681
18	B	3229	3334	3440	3520	3633	3760	3883	4015	4150	4347	4519
18	Q	3360	3470	3580	3664	3782	3914	4044	4184	4326	4537	4717
19	B	3274	3381	3489	3570	3704	3824	3948	4078	4204	4427	4603
19	Q	3403	3514	3627	3712	3853	3981	4114	4248	4383	4618	4805
20	B	3300	3408	3516	3599	3731	3853	3988	4118	4252	4508	4690
20	Q	3433	3544	3657	3743	3884	4016	4152	4291	4435	4710	4897
21	B	3394	3505	3615	3702	3829	3948	4083	4221	4367	4605	4791
21	Q	3530	3646	3762	3851	3988	4114	4254	4401	4558	4807	5001
22	B	3447	3559	3671	3760	3898	4024	4176	4312	4471	4711	4898
22	Q	3586	3705	3821	3914	4058	4192	4353	4502	4664	4919	5117

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

23	B	3527	3643	3759	3848	3991	4129	4287	4434	4579	4829	5022
23	Q	3672	3793	3914	4008	4157	4306	4471	4629	4780	5050	5247
24	B	3533	3650	3765	3855	3998	4141	4300	4455	4613	4861	5060
24	Q	3682	3804	3924	4019	4165	4319	4487	4650	4823	5085	5290
25	B	3838	3964	4089	4189	4357	4527	4722	4899	5092	5390	5604
25	Q	4000	4131	4262	4368	4549	4728	4934	5123	5324	5634	5859
26	B	3992	4122	4253	4358	4552	4741	4942	5138	5333	5646	5868
26	Q	4167	4304	4441	4551	4749	4953	5164	5373	5571	5901	6138
27	B	4184	4320	4458	4570	4766	4971	5178	5384	5584	5904	6140
27	Q	4371	4515	4657	4775	4979	5198	5411	5622	5836	6165	6411

Effective July 1, 2020
Bargaining Unit: RC-009

Pay Grade	Pay Plan Code	S T E P S										
		1c	1b	1a	1	2	3	4	5	6	7	8
1	B	2721	2808	2897	2933	3001	3080	3153	3229	3306	3443	3580
1	Q	2825	2916	3008	3050	3117	3199	3279	3357	3435	3580	3725
2	B	2783	2871	2962	3001	3080	3164	3234	3323	3398	3542	3686
2	Q	2888	2981	3074	3117	3199	3285	3361	3455	3533	3683	3830
3	B	2802	2894	2983	3023	3117	3218	3317	3422	3533	3675	3823
3	Q	2908	3002	3097	3139	3239	3344	3449	3561	3670	3822	3976
4	B	2849	2942	3033	3075	3153	3232	3317	3403	3482	3630	3774
4	Q	2957	3054	3149	3194	3279	3360	3449	3538	3621	3775	3926

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

5	B	2868	2962	3055	3097	3192	3295	3398	3507	3618	3762	3917
5	Q	2982	3079	3176	3222	3319	3427	3533	3649	3761	3916	4073
6	B	2934	3029	3125	3169	3249	3337	3431	3517	3615	3769	3919
6	Q	3045	3141	3241	3289	3377	3470	3568	3660	3757	3919	4076
7	B	2994	3090	3187	3234	3333	3415	3516	3612	3707	3866	4020
7	Q	3109	3211	3311	3361	3463	3554	3659	3755	3858	4028	4189
8	B	3008	3106	3203	3249	3342	3441	3537	3632	3735	3904	4059
8	Q	3124	3225	3327	3377	3473	3578	3676	3778	3883	4065	4227
9	B	3020	3118	3216	3263	3364	3472	3581	3699	3819	3985	4143
9	Q	3138	3240	3342	3393	3500	3610	3728	3847	3978	4149	4315
10	B	3083	3184	3283	3333	3431	3527	3631	3731	3839	4017	4178
10	Q	3202	3305	3411	3463	3568	3665	3777	3878	3996	4183	4350
11	B	3092	3192	3292	3342	3448	3548	3660	3759	3867	4050	4213
11	Q	3213	3318	3421	3473	3588	3689	3809	3911	4029	4218	4388
12	B	3109	3209	3311	3360	3467	3578	3691	3809	3936	4109	4274
12	Q	3231	3336	3441	3496	3604	3722	3842	3966	4103	4280	4452
13	B	3188	3291	3395	3448	3554	3667	3782	3902	4018	4209	4376
13	Q	3317	3423	3531	3588	3698	3816	3934	4063	4184	4383	4561
14	B	3196	3299	3403	3456	3564	3684	3797	3925	4059	4239	4408
14	Q	3321	3428	3536	3593	3708	3830	3952	4088	4227	4419	4597
15	B	3266	3371	3478	3533	3642	3761	3881	4012	4129	4330	4502
15	Q	3392	3502	3612	3670	3787	3915	4042	4181	4298	4513	4695
16	B	3288	3395	3502	3557	3688	3797	3923	4047	4171	4384	4562
16	Q	3419	3531	3641	3702	3837	3952	4087	4215	4347	4578	4761

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

17	B	3291	3398	3505	3561	3675	3797	3922	4056	4192	4403	4578
17	Q	3423	3534	3644	3705	3822	3952	4086	4225	4370	4597	4779
18	B	3322	3429	3537	3594	3709	3839	3965	4099	4237	4438	4614
18	Q	3456	3568	3680	3741	3861	3996	4129	4272	4417	4632	4816
19	B	3368	3477	3587	3645	3782	3904	4031	4164	4292	4520	4700
19	Q	3499	3613	3728	3790	3934	4065	4200	4337	4475	4715	4906
20	B	3394	3505	3615	3675	3809	3934	4072	4204	4341	4603	4788
20	Q	3530	3643	3759	3822	3966	4100	4239	4381	4528	4809	5000
21	B	3490	3604	3716	3780	3909	4031	4169	4310	4459	4702	4892
21	Q	3629	3748	3866	3932	4072	4200	4343	4493	4654	4908	5106
22	B	3544	3659	3773	3839	3980	4109	4264	4403	4565	4810	5001
22	Q	3686	3808	3926	3996	4143	4280	4444	4597	4762	5022	5224
23	B	3626	3745	3863	3929	4075	4216	4377	4527	4675	4930	5127
23	Q	3774	3898	4021	4092	4244	4396	4565	4726	4880	5156	5357
24	B	3632	3752	3869	3936	4082	4228	4390	4549	4710	4963	5166
24	Q	3784	3909	4031	4103	4252	4410	4581	4748	4924	5192	5401
25	B	3944	4072	4200	4277	4448	4622	4821	5002	5199	5503	5722
25	Q	4109	4243	4377	4460	4645	4827	5038	5231	5436	5752	5982
26	B	4101	4234	4367	4450	4648	4841	5046	5246	5445	5765	5991
26	Q	4280	4419	4559	4647	4849	5057	5272	5486	5688	6025	6267
27	B	4297	4436	4577	4666	4866	5075	5287	5497	5701	6028	6269
27	Q	4488	4635	4780	4875	5084	5307	5525	5740	5959	6294	6546

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Effective July 1, 2021
Bargaining Unit: RC-009

Pay Grade	Pay Plan Code	S T E P S										
		1c	1b	1a	1	2	3	4	5	6	7	8
1	B	2853	2944	3036	3049	3120	3202	3278	3357	3437	3579	3721
1	Q	2962	3056	3152	3170	3240	3325	3409	3490	3571	3721	3872
2	B	2918	3009	3104	3120	3202	3289	3362	3454	3532	3682	3832
2	Q	3027	3124	3220	3240	3325	3415	3494	3591	3673	3828	3981
3	B	2938	3033	3126	3142	3240	3345	3448	3557	3673	3820	3974
3	Q	3048	3146	3244	3263	3367	3476	3585	3702	3815	3973	4133
4	B	2987	3083	3178	3196	3278	3360	3448	3537	3620	3773	3923
4	Q	3099	3200	3298	3320	3409	3493	3585	3678	3764	3924	4081
5	B	3006	3104	3201	3219	3318	3425	3532	3646	3761	3911	4072
5	Q	3125	3226	3326	3349	3450	3562	3673	3793	3910	4071	4234
6	B	3075	3174	3273	3294	3377	3469	3567	3656	3758	3918	4074
6	Q	3190	3290	3394	3419	3510	3607	3709	3805	3905	4074	4237
7	B	3137	3237	3338	3362	3465	3550	3655	3755	3853	4019	4179
7	Q	3257	3363	3467	3494	3600	3694	3804	3903	4010	4187	4354
8	B	3152	3254	3355	3377	3474	3577	3677	3775	3883	4058	4219
8	Q	3272	3377	3483	3510	3610	3719	3821	3927	4036	4226	4394
9	B	3164	3266	3368	3392	3497	3609	3722	3845	3970	4142	4307
9	Q	3287	3393	3499	3527	3638	3753	3875	3999	4135	4313	4485
10	B	3230	3335	3438	3465	3567	3666	3774	3878	3991	4176	4343

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

10	Q	3353	3461	3571	3600	3709	3810	3926	4031	4154	4348	4522
11	B	3239	3343	3447	3474	3584	3688	3805	3907	4020	4210	4379
11	Q	3365	3474	3581	3610	3730	3835	3959	4065	4188	4385	4561
12	B	3257	3361	3467	3493	3604	3719	3837	3959	4091	4271	4443
12	Q	3384	3493	3602	3634	3746	3869	3994	4123	4265	4449	4628
13	B	3339	3446	3554	3584	3694	3812	3931	4056	4177	4375	4549
13	Q	3473	3583	3695	3730	3844	3967	4089	4223	4349	4556	4741
14	B	3347	3454	3562	3593	3705	3830	3947	4080	4219	4406	4582
14	Q	3477	3588	3701	3735	3854	3981	4108	4249	4394	4594	4779
15	B	3420	3529	3640	3673	3786	3910	4034	4170	4292	4501	4680
15	Q	3551	3665	3780	3815	3937	4070	4202	4346	4468	4691	4880
16	B	3443	3554	3665	3698	3834	3947	4078	4207	4336	4557	4742
16	Q	3579	3695	3810	3848	3989	4108	4248	4381	4519	4759	4949
17	B	3446	3557	3668	3702	3820	3947	4077	4216	4358	4577	4759
17	Q	3583	3699	3813	3851	3973	4108	4247	4392	4543	4779	4968
18	B	3478	3589	3702	3736	3856	3991	4122	4261	4404	4613	4796
18	Q	3618	3734	3850	3889	4014	4154	4292	4441	4591	4815	5006
19	B	3526	3639	3754	3789	3931	4058	4190	4328	4462	4699	4886
19	Q	3662	3781	3900	3940	4089	4226	4366	4508	4652	4901	5100
20	B	3553	3668	3783	3820	3959	4089	4233	4370	4512	4785	4977
20	Q	3694	3812	3932	3973	4123	4262	4406	4554	4707	4999	5198
21	B	3653	3771	3888	3929	4063	4190	4334	4480	4635	4888	5085
21	Q	3797	3921	4044	4087	4233	4366	4515	4670	4838	5102	5308

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

22	B	3709	3829	3947	3991	4137	4271	4432	4577	4745	5000	5199
22	Q	3857	3983	4106	4154	4307	4449	4620	4779	4950	5220	5430
23	B	3794	3918	4041	4084	4236	4383	4550	4706	4860	5125	5330
23	Q	3948	4077	4205	4254	4412	4570	4745	4913	5073	5360	5569
24	B	3800	3925	4047	4091	4243	4395	4563	4729	4896	5159	5370
24	Q	3958	4088	4215	4265	4420	4584	4762	4936	5118	5397	5614
25	B	4125	4258	4391	4446	4624	4805	5011	5200	5404	5720	5948
25	Q	4296	4436	4575	4636	4828	5018	5237	5438	5651	5979	6218
26	B	4288	4426	4564	4626	4832	5032	5245	5453	5660	5993	6228
26	Q	4474	4619	4764	4831	5041	5257	5480	5703	5913	6263	6515
27	B	4492	4636	4783	4850	5058	5275	5496	5714	5926	6266	6517
27	Q	4690	4843	4994	5068	5285	5517	5743	5967	6194	6543	6805

**Effective July 1, 2022
Bargaining Unit: RC-009**

Pay Grade	Pay Plan Code	STEPS										
		1c	1b	1a	1	2	3	4	5	6	7	8
1	B	2966	3060	3156	3169	3243	3328	3407	3490	3573	3720	3868
1	Q	3079	3177	3277	3295	3368	3456	3544	3628	3712	3868	4025
2	B	3033	3128	3227	3243	3328	3419	3495	3590	3672	3827	3983
2	Q	3147	3247	3347	3368	3456	3550	3632	3733	3818	3979	4138
3	B	3054	3153	3249	3266	3368	3477	3584	3698	3818	3971	4131
3	Q	3168	3270	3372	3392	3500	3613	3727	3848	3966	4130	4296
4	B	3105	3205	3304	3322	3407	3493	3584	3677	3763	3922	4078

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

4	Q	3221	3326	3428	3451	3544	3631	3727	3823	3913	4079	4242
5	B	3125	3227	3327	3346	3449	3560	3672	3790	3910	4065	4233
5	Q	3248	3353	3457	3481	3586	3703	3818	3943	4064	4232	4401
6	B	3196	3299	3402	3424	3510	3606	3708	3800	3906	4073	4235
6	Q	3316	3420	3528	3554	3649	3749	3856	3955	4059	4235	4404
7	B	3261	3365	3470	3495	3602	3690	3799	3903	4005	4178	4344
7	Q	3386	3496	3604	3632	3742	3840	3954	4057	4168	4352	4526
8	B	3277	3383	3488	3510	3611	3718	3822	3924	4036	4218	4386
8	Q	3401	3510	3621	3649	3753	3866	3972	4082	4195	4393	4568
9	B	3289	3395	3501	3526	3635	3752	3869	3997	4127	4306	4477
9	Q	3417	3527	3637	3666	3782	3901	4028	4157	4298	4483	4662
10	B	3358	3467	3574	3602	3708	3811	3923	4031	4149	4341	4515
10	Q	3485	3598	3712	3742	3856	3960	4081	4190	4318	4520	4701
11	B	3367	3475	3583	3611	3726	3834	3955	4061	4179	4376	4552
11	Q	3498	3611	3722	3753	3877	3986	4115	4226	4353	4558	4741
12	B	3386	3494	3604	3631	3746	3866	3989	4115	4253	4440	4618
12	Q	3518	3631	3744	3778	3894	4022	4152	4286	4433	4625	4811
13	B	3471	3582	3694	3726	3840	3963	4086	4216	4342	4548	4729
13	Q	3610	3725	3841	3877	3996	4124	4251	4390	4521	4736	4928
14	B	3479	3590	3703	3735	3851	3981	4103	4241	4386	4580	4763
14	Q	3614	3730	3847	3883	4006	4138	4270	4417	4568	4775	4968
15	B	3555	3668	3784	3818	3936	4064	4193	4335	4462	4679	4865
15	Q	3691	3810	3929	3966	4093	4231	4368	4518	4644	4876	5073

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

16	B	3579	3694	3810	3844	3985	4103	4239	4373	4507	4737	4929
16	Q	3720	3841	3960	4000	4147	4270	4416	4554	4698	4947	5144
17	B	3582	3698	3813	3848	3971	4103	4238	4383	4530	4758	4947
17	Q	3725	3845	3964	4003	4130	4270	4415	4565	4722	4968	5164
18	B	3615	3731	3848	3884	4008	4149	4285	4429	4578	4795	4985
18	Q	3761	3881	4002	4043	4173	4318	4462	4616	4772	5005	5204
19	B	3665	3783	3902	3939	4086	4218	4356	4499	4638	4885	5079
19	Q	3807	3930	4054	4096	4251	4393	4538	4686	4836	5095	5301
20	B	3693	3813	3932	3971	4115	4251	4400	4543	4690	4974	5174
20	Q	3840	3963	4087	4130	4286	4430	4580	4734	4893	5196	5403
21	B	3797	3920	4042	4084	4223	4356	4505	4657	4818	5081	5286
21	Q	3947	4076	4204	4248	4400	4538	4693	4854	5029	5304	5518
22	B	3856	3980	4103	4149	4300	4440	4607	4758	4932	5198	5404
22	Q	4009	4140	4268	4318	4477	4625	4802	4968	5146	5426	5644
23	B	3944	4073	4201	4245	4403	4556	4730	4892	5052	5327	5541
23	Q	4104	4238	4371	4422	4586	4751	4932	5107	5273	5572	5789
24	B	3950	4080	4207	4253	4411	4569	4743	4916	5089	5363	5582
24	Q	4114	4249	4381	4433	4595	4765	4950	5131	5320	5610	5836
25	B	4288	4426	4564	4622	4807	4995	5209	5405	5617	5946	6183
25	Q	4466	4611	4756	4819	5019	5216	5444	5653	5874	6215	6464
26	B	4457	4601	4744	4809	5023	5231	5452	5668	5884	6230	6474
26	Q	4651	4801	4952	5022	5240	5465	5696	5928	6147	6510	6772
27	B	4669	4819	4972	5042	5258	5483	5713	5940	6160	6514	6774
27	Q	4875	5034	5191	5268	5494	5735	5970	6203	6439	6801	7074

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Section 310.APPENDIX A Negotiated Rates of Pay**Section 310.TABLE J RC-014 (Clerical Employees, AFSCME)**

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Grade</u>
Account Clerk I	00111	RC-014	05
Account Clerk II	00112	RC-014	07
Account Technician I	00115	RC-014	10
Account Technician II	00116	RC-014	12
Administrative Services Worker Trainee	00600	RC-014	02
Aircraft Dispatcher	00951	RC-014	12
Aircraft Lead Dispatcher	00952	RC-014	14
Audio Visual Technician I	03501	RC-014	06
Audio Visual Technician II	03502	RC-014	09
Buyer Assistant	05905	RC-014	10
Check Issuance Machine Operator	06920	RC-014	09
Check Issuance Machine Supervisor	06925	RC-014	11
Clerical Trainee	08050	RC-014	TR
Communications Dispatcher	08815	RC-014	09
Communications Equipment Technician I	08831	RC-014	17
Communications Equipment Technician II	08832	RC-014	19
Communications Equipment Technician III	08833	RC-014	20
Court Reporter	09900	RC-014	15
Data Processing Assistant	11420	RC-014	06
Data Processing Operator	11425	RC-014	04
Data Processing Operator Trainee	11428	RC-014	02
Drafting Worker	12749	RC-014	11
Electronic Equipment Installer/Repairer	13340	RC-014	10
Electronic Equipment Installer/Repairer Lead Worker	13345	RC-014	12
Electronics Technician	13360	RC-014	15
Emergency Response Lead Telecommunicator	13540	RC-014	13
Emergency Response Telecommunicator	13543	RC-014	11
Engineering Technician II	13732	RC-014	13
Engineering Technician III	13733	RC-014	16
Executive Secretary I	14031	RC-014	11
Executive Secretary II	14032	RC-014	14
Executive Secretary III	14033	RC-014	16
Graphic Arts Designer	17366	RC-014	14

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Graphic Arts Designer Advanced	17370	RC-014	16
Graphic Arts Designer Supervisor	17365	RC-014	18
Graphic Arts Technician	17400	RC-014	12
Human Resources Assistant	19690	RC-014	08
Human Resources Associate	19691	RC-014	11
Human Resources Trainee (Department of Revenue)	19694	RC-014	07
Industrial Commission Reporter	21080	RC-014	16
Industrial Commission Technician	21095	RC-014	11
Insurance Analyst I	21561	RC-014	09
Insurance Analyst II	21562	RC-014	12
Insurance Analyst Trainee	21566	RC-014	07
Intermittent Clerk	21686	RC-014	02H
Library Aide I	23421	RC-014	03
Library Aide II	23422	RC-014	05
Library Aide III	23423	RC-014	07
Library Technical Assistant	23450	RC-014	10
Lottery Telemarketing Representative	24520	RC-014	09
Microfilm Laboratory Technician I	27175	RC-014	07
Microfilm Laboratory Technician II	27176	RC-014	09
Microfilm Operator I	27181	RC-014	04
Microfilm Operator II	27182	RC-014	06
Microfilm Operator III	27183	RC-014	08
Office Administrator I	29991	RC-014	07
Office Administrator II	29992	RC-014	09
Office Administrator III	29993	RC-014	11
Office Aide	30005	RC-014	02
Office Assistant	30010	RC-014	06
Office Associate	30015	RC-014	08
Office Clerk	30020	RC-014	04
Office Coordinator	30025	RC-014	09
Photographer	32080	RC-014	14
Photographic Technician I	32091	RC-014	11
Photographic Technician II	32092	RC-014	14
Photographic Technician III	32093	RC-014	15
Procurement Representative	34540	RC-014	09
Property and Supply Clerk I	34791	RC-014	03.5
Property and Supply Clerk II	34792	RC-014	05.5
Property and Supply Clerk III	34793	RC-014	08

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Rehabilitation Case Coordinator I	38141	RC-014	08
Rehabilitation Case Coordinator II	38142	RC-014	10
Reproduction Service Supervisor I	38201	RC-014	13
Reproduction Service Technician I	38203	RC-014	05
Reproduction Service Technician II	38204	RC-014	09
Reproduction Service Technician III	38205	RC-014	11
Safety Responsibility Analyst	38910	RC-014	12
Safety Responsibility Analyst Supervisor	38915	RC-014	14
Storekeeper I	43051	RC-014	10.5
Storekeeper II	43052	RC-014	12.5
Storekeeper III	43053	RC-014	14
Stores Clerk	43060	RC-014	04.5
Switchboard Operator I	44411	RC-014	05
Switchboard Operator II	44412	RC-014	07
Switchboard Operator III	44413	RC-014	09
Telecommunications Supervisor	45305	RC-014	20
Telecommunicator	45321	RC-014	12
Telecommunicator – Command Center	45316	RC-014	13
Telecommunicator Call Taker	45322	RC-014	14
Telecommunicator Lead Call Taker	45323	RC-014	16
Telecommunicator Lead Specialist	45327	RC-014	17
Telecommunicator Lead Worker	45324	RC-014	14
Telecommunicator Lead Worker – Command Center	45318	RC-014	15
Telecommunicator Specialist	45326	RC-014	15
Telecommunicator Trainee	45325	RC-014	10
Vehicle Permit Evaluator	47585	RC-014	11
Veterans Service Officer Associate	47804	RC-014	13

NOTES: ~~Maximum Security Pay—Effective January 1, 2018, for all employees who are currently receiving maximum security pay, and are not working at a maximum-security facility, the maximum security pay shall be removed.~~

Stipend – Effective June 30, 2019, and paid upon ratification of the 2019 collective bargaining agreement~~Agreement signed August 21, 2019, provided that ratification occurs prior to August 15, 2019,~~ all bargaining unit employees shall receive a one-time stipend of \$2,500 prorated by 25% for each year the employee was employed from July 1, 2015 through June 30, 2019.

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Sub-Steps – Step 1a, 1b, and 1c shall be implemented for all employees hired on or after May 20, 2013, with a 3% step differential. Effective July 1, 2019, Step 1a, 1b, and 1c shall be increased by \$25 per month, with subsequent \$25 per month increases effective. ~~Effective July 1, 2020 and, Step 1a, 1b, and 1c shall be increased by an additional \$25 per month. Effective July 1, 2021, Step 1a, 1b, and 1c shall be increased by an additional \$25 per month. The rates are set out in the rate tables below.~~

General Increases – ~~The pay~~ Effective January 1, 2020, the pay rates for all bargaining unit classifications and steps shall be increased by the specified percentage amounts effective on the following dates: January 1, 2020, 1.50%; which rates are set out in a rate table below. Effective July 1, 2020, the pay rates for all bargaining unit classifications and steps shall be increased by 2.10%; which rates are set out in a rate table below. Effective July 1, 2021, the pay rates for all bargaining unit classifications and steps shall be increased by 3.95%; and which rates are set out in rate table below. Effective July 1, 2022, the pay rates for all bargaining unit classifications and steps shall be increased by 3.95%, which rates are set out in a rate table below. Pay rates for each step and their effective dates are listed in the rate tables in this Section.

Hearing Tests—~~For all Telecommunicators Specialists, Lead Specialists, Supervisors and employees who work at an agreed upon call center as outlined in the Side Letter/State Call Centers, the State shall provide a hearing test on site, once per year at no cost to the employee, or, in the alternative reimburse employees the out-of-pocket cost of an annual hearing test taken pursuant to the hearing benefits in Appendix A of the Agreement signed August 21, 2019.~~

Title Reclassification—~~The Office Administrator III title positions at the Department of Juvenile Justice are reclassified to the Executive II title effective July 1, 2019.~~

Shift Differential Pay—~~Employees shall be paid a shift differential of \$0.80 per hour in addition to their base salary rate for all hours worked if their normal work schedule for that day provides that they are scheduled to work and they work ½ or more of the work hours before 7 a.m. or after 3 p.m. The payment shall be for all paid time. Incumbents who currently receive a percentage shift differential providing more than the cents per hour indicated in this Note based on the base rate of pay prior to the effective date shall have that percentage converted to the cents per hour equivalent rounded to the nearest cent and shall continue to receive the higher cents per hour rate. This provision shall not apply to employees who,~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~because of "flex time" scheduling made at their request, are scheduled and work hours that would otherwise qualify them for premium pay under this provision.~~

~~RC 014 TR Clarification — RC 014 TR is at least the minimum wage and below the minimum rate in the pay grade of the targeted title. The targeted title is the lowest entry level position in the office, either Office Aide (pay grade RC 014 02), Office Clerk (pay grade RC 014 04) or, for the Department of Corrections only, Office Assistant (pay grade RC 014 06).~~

Longevity Pay – Effective January 1, 2002, the Step 8 rate shall be increased by \$25 per month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 7 in the same or higher pay grade on or before January 1, 2002. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 7 in the same or higher pay grade on or before January 1, 2002, the Step 8 rate shall be increased by \$50 per month. For employees not eligible for longevity pay on or before January 1, 2002, the Step 8 rate shall be increased by \$25 per month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade, the Step 8 rate shall be increased by \$50 per month. Effective July 1, 2010, the Step 8 rate shall be increased by \$50 per month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2010. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2010, the Step 8 rate shall be increased by \$75 per month. Effective July 1, 2013, the Step 8 rate shall be increased by \$25 per month to \$75 a month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2013. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2013, the Step 8 rate shall be increased by \$25 per month to \$100 a month. Employees whose salaries are red-circled above the maximum Step rate continue to receive all applicable general increases and any other adjustments (except the longevity pay) provided for in ~~an applicable collective bargaining agreement~~the Agreement. For these employees, the longevity pay shall be limited to the amount that would increase the employee's salary to the amount that is equal to that of an

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

employee on the maximum Step rate with the same number of years of continuous and creditable service. Employees receiving the longevity pay shall continue to receive the longevity pay as long as they remain in the same or successor classification as a result of a reclassification or reevaluation. Employees who are eligible for the increase provided for longevity pay on or before January 1, 2002, shall continue to receive longevity pay after being placed on Step 8 while they remain in the same or lower pay grade.

Effective July 1, 2019
Bargaining Unit: RC-014

Pay Grade	Pay Plan Code	STEPS										
		1e	1b	1a	1	2	3	4	5	6	7	8
2	B	2544	2628	2712	2769	2831	2896	2971	3037	3110	3225	3352
2	Q	2639	2726	2813	2873	2943	3008	3086	3162	3233	3352	3487
2	S	2713	2801	2890	2954	3015	3080	3164	3236	3307	3428	3565
02H	B	15.66	16.17	16.69	17.04	17.42	17.82	18.28	18.69	19.14	19.85	20.63
02H	Q	16.24	16.78	17.31	17.68	18.11	18.51	18.99	19.46	19.90	20.63	21.46
02H	S	16.70	17.24	17.78	18.18	18.55	18.95	19.47	19.91	20.35	21.10	21.94
3	B	2602	2686	2771	2831	2896	2972	3042	3116	3190	3322	3454
3	Q	2701	2790	2879	2943	3008	3087	3165	3239	3314	3454	3594
3	S	2769	2859	2949	3015	3080	3165	3240	3312	3388	3529	3669
3.5	B	2661	2746	2834	2896	2967	3042	3118	3190	3271	3409	3543
3.5	Q	2763	2852	2942	3008	3082	3165	3241	3314	3398	3542	3685
3.5	S	2829	2921	3013	3080	3162	3240	3317	3388	3473	3620	3765
4	B	2661	2746	2834	2896	2972	3053	3120	3207	3279	3418	3557
4	Q	2763	2852	2942	3008	3087	3169	3243	3334	3409	3554	3696
4	S	2829	2921	3013	3080	3165	3244	3321	3411	3483	3628	3775
4.5	B	2725	2815	2902	2967	3042	3119	3201	3284	3360	3502	3641

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

4.5	Q	2830	2923	3015	3082	3165	3242	3328	3414	3495	3642	3788
4.5	S	2901	2997	3092	3162	3240	3320	3400	3487	3571	3721	3868
5	B	2730	2820	2908	2972	3058	3133	3216	3294	3376	3515	3655
5	Q	2834	2927	3020	3087	3173	3258	3342	3424	3510	3655	3800
5	S	2904	2999	3095	3165	3246	3334	3419	3502	3585	3730	3879
5.5	B	2793	2885	2976	3042	3120	3213	3293	3376	3464	3606	3747
5.5	Q	2904	2999	3095	3165	3243	3339	3423	3510	3606	3749	3898
5.5	S	2974	3071	3168	3240	3321	3416	3501	3585	3679	3826	3977
6	B	2807	2899	2991	3058	3135	3220	3310	3394	3489	3636	3781
6	Q	2914	3007	3103	3173	3259	3349	3443	3532	3626	3781	3933
6	S	2979	3077	3174	3246	3335	3421	3520	3609	3704	3860	4016
7	B	2879	2973	3067	3135	3225	3320	3413	3504	3604	3767	3917
7	Q	2990	3088	3186	3259	3352	3452	3547	3645	3747	3922	4079
7	S	3060	3160	3260	3335	3428	3525	3623	3723	3821	4000	4159
8	B	2960	3056	3153	3225	3327	3424	3532	3628	3731	3908	4065
8	Q	3076	3177	3277	3352	3462	3560	3676	3774	3888	4070	4234
8	S	3144	3247	3350	3428	3533	3636	3753	3855	3965	4148	4314
9	B	3052	3152	3252	3327	3430	3539	3649	3766	3877	4061	4223
9	Q	3176	3279	3383	3462	3568	3683	3796	3920	4037	4230	4401
9	S	3240	3346	3452	3533	3641	3759	3874	3999	4116	4311	4484
10	B	3149	3252	3355	3433	3559	3664	3785	3905	4025	4231	4402
10	Q	3275	3383	3490	3572	3702	3814	3944	4067	4195	4418	4594
10	S	3343	3452	3561	3645	3776	3891	4020	4144	4280	4500	4679
10.5	B	3242	3348	3454	3535	3649	3774	3889	4024	4142	4354	4529
10.5	Q	3374	3485	3595	3680	3796	3930	4052	4193	4318	4541	4725
10.5	S	3443	3555	3668	3756	3874	4010	4128	4279	4403	4629	4816

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

11	B	3265	3372	3478	3560	3681	3800	3938	4067	4194	4416	4592
11	Q	3396	3506	3617	3704	3836	3961	4102	4240	4373	4610	4793
11	S	3461	3575	3688	3777	3910	4036	4181	4319	4456	4692	4879
12	B	3396	3506	3617	3704	3840	3965	4114	4248	4405	4641	4826
12	Q	3533	3650	3765	3856	3998	4130	4289	4435	4595	4846	5041
12	S	3602	3719	3838	3931	4074	4208	4371	4520	4681	4933	5132
12.5	B	3475	3589	3703	3791	3932	4068	4224	4368	4511	4758	4948
12.5	Q	3618	3737	3856	3949	4096	4242	4405	4561	4709	4975	5169
12.5	S	3688	3809	3930	4025	4176	4321	4491	4646	4793	5060	5261
13	B	3523	3637	3753	3843	3984	4136	4290	4446	4614	4871	5063
13	Q	3667	3787	3908	4002	4148	4312	4481	4645	4816	5090	5294
13	S	3736	3859	3981	4078	4229	4396	4567	4727	4902	5178	5385
14	B	3672	3792	3912	4008	4159	4321	4511	4675	4852	5137	5342
14	Q	3828	3953	4078	4178	4336	4515	4709	4886	5073	5367	5580
14	S	3897	4025	4152	4255	4422	4594	4793	4973	5159	5453	5668
15	B	3817	3942	4067	4167	4351	4530	4706	4898	5082	5388	5601
15	Q	3982	4112	4243	4348	4538	4727	4918	5121	5310	5626	5854
15	S	4054	4188	4320	4428	4623	4810	5004	5208	5396	5715	5943
16	B	3994	4124	4255	4362	4556	4758	4954	5162	5368	5685	5913
16	Q	4166	4303	4440	4550	4758	4975	5182	5395	5610	5944	6184
16	S	4246	4386	4523	4638	4843	5060	5269	5480	5699	6027	6267
17	B	4184	4320	4457	4570	4780	4999	5212	5423	5643	5979	6218
17	Q	4363	4506	4650	4767	4996	5226	5444	5665	5898	6248	6500
17	S	4442	4587	4733	4853	5085	5314	5534	5753	5982	6339	6591
18	B	4402	4547	4690	4809	5041	5274	5516	5740	5971	6326	6581
18	Q	4596	4747	4898	5024	5271	5515	5766	6001	6240	6615	6878
18	S	4671	4825	4978	5106	5355	5601	5853	6088	6330	6697	6967

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

19	B	4637	4789	4941	5067	5325	5577	5834	6083	6336	6722	6990
19	Q	4846	5005	5163	5297	5568	5825	6103	6357	6624	7023	7304
19	S	4926	5087	5249	5387	5656	5915	6189	6445	6711	7109	7393
20	B	4898	5058	5219	5354	5625	5885	6167	6435	6701	7108	7392
20	Q	5117	5284	5452	5596	5877	6155	6447	6724	7003	7432	7729
20	S	5197	5369	5539	5684	5965	6240	6532	6810	7090	7514	7815

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**Effective January 1, 2020
Bargaining Unit: RC-014**

Pay Grade	Pay Plan Code	STEPS										
		1e	1b	1a	1	2	3	4	5	6	7	8
2	B	2582	2667	2753	2811	2873	2939	3016	3083	3157	3273	3402
2	Q	2679	2767	2855	2916	2987	3053	3132	3209	3281	3402	3539
2	S	2754	2843	2933	2998	3060	3126	3211	3285	3357	3479	3618
02H	B	15.89	16.41	16.94	17.30	17.68	18.09	18.56	18.97	19.43	20.14	20.94
02H	Q	16.49	17.03	17.57	17.94	18.38	18.79	19.27	19.75	20.19	20.94	21.78
02H	S	16.95	17.50	18.05	18.45	18.83	19.24	19.76	20.22	20.66	21.41	22.26
3	B	2641	2726	2813	2873	2939	3017	3088	3163	3238	3372	3506
3	Q	2742	2832	2922	2987	3053	3133	3212	3288	3364	3506	3648
3	S	2811	2902	2993	3060	3126	3212	3289	3362	3439	3582	3724
3.5	B	2701	2787	2877	2939	3012	3088	3165	3238	3320	3460	3596
3.5	Q	2804	2895	2986	3053	3128	3212	3290	3364	3449	3595	3740
3.5	S	2871	2965	3058	3126	3209	3289	3367	3439	3525	3674	3821
4	B	2701	2787	2877	2939	3017	3099	3167	3255	3328	3469	3610

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

4	Q	2804	2895	2986	3053	3133	3217	3292	3384	3460	3607	3751
4	S	2871	2965	3058	3126	3212	3293	3371	3462	3535	3682	3832
4.5	B	2766	2857	2946	3012	3088	3166	3249	3333	3410	3555	3696
4.5	Q	2872	2967	3060	3128	3212	3291	3378	3465	3547	3697	3845
4.5	S	2945	3042	3138	3209	3289	3370	3451	3539	3625	3777	3926
5	B	2771	2862	2952	3017	3104	3180	3264	3343	3427	3568	3710
5	Q	2877	2971	3065	3133	3221	3307	3392	3475	3563	3710	3857
5	S	2948	3044	3141	3212	3295	3384	3470	3555	3639	3786	3937
5.5	B	2835	2928	3021	3088	3167	3261	3342	3427	3516	3660	3803
5.5	Q	2948	3044	3141	3212	3292	3389	3474	3563	3660	3805	3956
5.5	S	3019	3117	3216	3289	3371	3467	3554	3639	3734	3883	4037
6	B	2849	2942	3036	3104	3182	3268	3360	3445	3541	3691	3838
6	Q	2958	3052	3150	3221	3308	3399	3495	3585	3680	3838	3992
6	S	3024	3123	3222	3295	3385	3472	3573	3663	3760	3918	4076
7	B	2922	3018	3113	3182	3273	3370	3464	3557	3658	3824	3976
7	Q	3035	3134	3234	3308	3402	3504	3600	3700	3803	3981	4140
7	S	3106	3207	3309	3385	3479	3578	3677	3779	3878	4060	4221
8	B	3004	3102	3200	3273	3377	3475	3585	3682	3787	3967	4126
8	Q	3122	3225	3326	3402	3514	3613	3731	3831	3946	4131	4298
8	S	3191	3296	3400	3479	3586	3691	3809	3913	4024	4210	4379
9	B	3098	3199	3301	3377	3481	3592	3704	3822	3935	4122	4286
9	Q	3224	3328	3434	3514	3622	3738	3853	3979	4098	4293	4467
9	S	3289	3396	3504	3586	3696	3815	3932	4059	4178	4376	4551
10	B	3196	3301	3405	3484	3612	3719	3842	3964	4085	4294	4468
10	Q	3324	3434	3542	3626	3758	3871	4003	4128	4258	4484	4663
10	S	3393	3504	3614	3700	3833	3949	4080	4206	4344	4568	4749

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

10.5	B	3291	3398	3506	3588	3704	3831	3947	4084	4204	4419	4597
10.5	Q	3425	3537	3649	3735	3853	3989	4113	4256	4383	4609	4796
10.5	S	3495	3608	3723	3812	3932	4070	4190	4343	4469	4698	4888
11	B	3314	3423	3530	3613	3736	3857	3997	4128	4257	4482	4661
11	Q	3447	3559	3671	3760	3894	4020	4164	4304	4439	4679	4865
11	S	3513	3629	3743	3834	3969	4097	4244	4384	4523	4762	4952
12	B	3447	3559	3671	3760	3898	4024	4176	4312	4471	4711	4898
12	Q	3586	3705	3821	3914	4058	4192	4353	4502	4664	4919	5117
12	S	3656	3775	3896	3990	4135	4271	4437	4588	4751	5007	5209
12.5	B	3527	3643	3759	3848	3991	4129	4287	4434	4579	4829	5022
12.5	Q	3672	3793	3914	4008	4157	4306	4471	4629	4780	5050	5247
12.5	S	3743	3866	3989	4085	4239	4386	4558	4716	4865	5136	5340
13	B	3576	3692	3809	3901	4044	4198	4354	4513	4683	4944	5139
13	Q	3722	3844	3967	4062	4210	4377	4548	4715	4888	5166	5373
13	S	3792	3917	4041	4139	4292	4462	4636	4798	4976	5256	5466
14	B	3727	3849	3971	4068	4221	4386	4579	4745	4925	5214	5422
14	Q	3885	4012	4139	4241	4401	4583	4780	4959	5149	5448	5664
14	S	3955	4085	4214	4319	4488	4663	4865	5048	5236	5535	5753
15	B	3874	4001	4128	4230	4416	4598	4777	4971	5158	5469	5685
15	Q	4042	4174	4307	4413	4606	4798	4992	5198	5390	5710	5942
15	S	4115	4251	4385	4494	4692	4882	5079	5286	5477	5801	6032
16	B	4054	4186	4319	4427	4624	4829	5028	5239	5449	5770	6002
16	Q	4228	4368	4507	4618	4829	5050	5260	5476	5694	6033	6277
16	S	4310	4452	4591	4708	4916	5136	5348	5562	5784	6117	6361
17	B	4247	4385	4524	4639	4852	5074	5290	5504	5728	6069	6311
17	Q	4428	4574	4720	4839	5071	5304	5526	5750	5986	6342	6598
17	S	4509	4656	4804	4926	5161	5394	5617	5839	6072	6434	6690

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

18	B	4468	4615	4760	4881	5117	5353	5599	5826	6061	6421	6680
18	Q	4665	4818	4971	5099	5350	5598	5852	6091	6334	6714	6981
18	S	4741	4897	5053	5183	5435	5685	5941	6179	6425	6797	7072
19	B	4707	4861	5015	5143	5405	5661	5922	6174	6431	6823	7095
19	Q	4919	5080	5240	5376	5652	5912	6195	6452	6723	7128	7414
19	S	5000	5163	5328	5468	5741	6004	6282	6542	6812	7216	7504
20	B	4971	5134	5297	5434	5709	5973	6260	6532	6802	7215	7503
20	Q	5194	5363	5534	5680	5965	6247	6544	6825	7108	7543	7845
20	S	5275	5450	5622	5769	6054	6334	6630	6912	7196	7627	7932

TR

Effective July 1, 2020
Bargaining Unit: RC-014

Pay Grade	Pay Plan Code	STEPS										
		1c	1b	1a	1	2	3	4	5	6	7	8
2	B	2661	2748	2836	2870	2933	3001	3079	3148	3223	3342	3473
2	Q	2760	2850	2940	2977	3050	3117	3198	3276	3350	3473	3613
2	S	2837	2928	3020	3061	3124	3192	3278	3354	3427	3552	3694
02H	B	16.38	16.91	17.45	17.66	18.05	18.47	18.95	19.37	19.83	20.57	21.37
02H	Q	16.98	17.54	18.09	18.32	18.77	19.18	19.68	20.16	20.62	21.37	22.23
02H	S	17.46	18.02	18.58	18.84	19.22	19.64	20.17	20.64	21.09	21.86	22.73
3	B	2721	2808	2897	2933	3001	3080	3153	3229	3306	3443	3580
3	Q	2825	2916	3008	3050	3117	3199	3279	3357	3435	3580	3725
3	S	2895	2988	3081	3124	3192	3279	3358	3433	3511	3657	3802
3.5	B	2783	2871	2962	3001	3075	3153	3231	3306	3390	3533	3672

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

3.5	Q	2888	2981	3074	3117	3194	3279	3359	3435	3521	3670	3819
3.5	S	2956	3052	3147	3192	3276	3358	3438	3511	3599	3751	3901
4	B	2783	2871	2962	3001	3080	3164	3234	3323	3398	3542	3686
4	Q	2888	2981	3074	3117	3199	3285	3361	3455	3533	3683	3830
4	S	2956	3052	3147	3192	3279	3362	3442	3535	3609	3759	3912
4.5	B	2849	2942	3033	3075	3153	3232	3317	3403	3482	3630	3774
4.5	Q	2957	3054	3149	3194	3279	3360	3449	3538	3621	3775	3926
4.5	S	3032	3131	3229	3276	3358	3441	3523	3613	3701	3856	4008
5	B	2854	2947	3039	3080	3169	3247	3333	3413	3499	3643	3788
5	Q	2962	3058	3154	3199	3289	3376	3463	3548	3638	3788	3938
5	S	3035	3133	3232	3279	3364	3455	3543	3630	3715	3866	4020
5.5	B	2920	3014	3109	3153	3234	3329	3412	3499	3590	3737	3883
5.5	Q	3035	3133	3232	3279	3361	3460	3547	3638	3737	3885	4039
5.5	S	3107	3207	3309	3358	3442	3540	3629	3715	3812	3965	4122
6	B	2934	3029	3125	3169	3249	3337	3431	3517	3615	3769	3919
6	Q	3045	3141	3241	3289	3377	3470	3568	3660	3757	3919	4076
6	S	3113	3214	3315	3364	3456	3545	3648	3740	3839	4000	4162
7	B	3008	3106	3203	3249	3342	3441	3537	3632	3735	3904	4059
7	Q	3124	3225	3327	3377	3473	3578	3676	3778	3883	4065	4227
7	S	3196	3299	3403	3456	3552	3653	3754	3858	3959	4145	4310
8	B	3092	3192	3292	3342	3448	3548	3660	3759	3867	4050	4213
8	Q	3213	3318	3421	3473	3588	3689	3809	3911	4029	4218	4388
8	S	3283	3390	3496	3552	3661	3769	3889	3995	4109	4298	4471
9	B	3188	3291	3395	3448	3554	3667	3782	3902	4018	4209	4376
9	Q	3317	3423	3531	3588	3698	3816	3934	4063	4184	4383	4561
9	S	3383	3492	3603	3661	3774	3895	4015	4144	4266	4468	4647

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

10	B	3288	3395	3502	3557	3688	3797	3923	4047	4171	4384	4562
10	Q	3419	3531	3641	3702	3837	3952	4087	4215	4347	4578	4761
10	S	3489	3603	3715	3778	3913	4032	4166	4294	4435	4664	4849
10.5	B	3385	3494	3605	3663	3782	3911	4030	4170	4292	4512	4694
10.5	Q	3522	3636	3751	3813	3934	4073	4199	4345	4475	4706	4897
10.5	S	3593	3709	3826	3892	4015	4155	4278	4434	4563	4797	4991
11	B	3409	3520	3629	3689	3814	3938	4081	4215	4346	4576	4759
11	Q	3544	3659	3773	3839	3976	4104	4251	4394	4532	4777	4967
11	S	3612	3730	3847	3915	4052	4183	4333	4476	4618	4862	5056
12	B	3544	3659	3773	3839	3980	4109	4264	4403	4565	4810	5001
12	Q	3686	3808	3926	3996	4143	4280	4444	4597	4762	5022	5224
12	S	3758	3879	4003	4074	4222	4361	4530	4684	4851	5112	5318
12.5	B	3626	3745	3863	3929	4075	4216	4377	4527	4675	4930	5127
12.5	Q	3774	3898	4021	4092	4244	4396	4565	4726	4880	5156	5357
12.5	S	3847	3972	4098	4171	4328	4478	4654	4815	4967	5244	5452
13	B	3676	3795	3914	3983	4129	4286	4445	4608	4781	5048	5247
13	Q	3825	3950	4075	4147	4298	4469	4644	4814	4991	5274	5486
13	S	3897	4024	4151	4226	4382	4556	4733	4899	5080	5366	5581
14	B	3830	3955	4079	4153	4310	4478	4675	4845	5028	5323	5536
14	Q	3992	4121	4251	4330	4493	4679	4880	5063	5257	5562	5783
14	S	4063	4196	4327	4410	4582	4761	4967	5154	5346	5651	5874
15	B	3980	4110	4240	4319	4509	4695	4877	5075	5266	5584	5804
15	Q	4152	4287	4422	4506	4703	4899	5097	5307	5503	5830	6067
15	S	4226	4365	4502	4588	4791	4985	5186	5397	5592	5923	6159
16	B	4164	4299	4435	4520	4721	4930	5134	5349	5563	5891	6128
16	Q	4342	4485	4627	4715	4930	5156	5370	5591	5814	6160	6409
16	S	4426	4570	4712	4807	5019	5244	5460	5679	5905	6245	6495

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

17	B	4361	4502	4644	4736	4954	5181	5401	5620	5848	6196	6444
17	Q	4546	4695	4844	4941	5177	5415	5642	5871	6112	6475	6737
17	S	4629	4779	4930	5029	5269	5507	5735	5962	6200	6569	6830
18	B	4587	4737	4885	4984	5224	5465	5717	5948	6188	6556	6820
18	Q	4788	4944	5100	5206	5462	5716	5975	6219	6467	6855	7128
18	S	4866	5025	5184	5292	5549	5804	6066	6309	6560	6940	7221
19	B	4831	4988	5145	5251	5519	5780	6046	6304	6566	6966	7244
19	Q	5047	5212	5375	5489	5771	6036	6325	6587	6864	7278	7570
19	S	5130	5296	5465	5583	5862	6130	6414	6679	6955	7368	7662
20	B	5100	5267	5433	5548	5829	6098	6391	6669	6945	7367	7661
20	Q	5328	5501	5675	5799	6090	6378	6681	6968	7257	7701	8010
20	S	5411	5589	5765	5890	6181	6467	6769	7057	7347	7787	8099

TR

Effective July 1, 2021
Bargaining Unit: RC-014

Pay Grade	Pay Plan Code	STEPS										
		1c	1b	1a	1	2	3	4	5	6	7	8
2	B	2791	2882	2973	2983	3049	3120	3201	3272	3350	3474	3610
2	Q	2894	2988	3081	3095	3170	3240	3324	3405	3482	3610	3756
2	S	2974	3069	3164	3182	3247	3318	3407	3486	3562	3692	3840
02H	B	17.18	17.74	18.30	18.36	18.76	19.20	19.70	20.14	20.62	21.38	22.22
02H	Q	17.81	18.39	18.96	19.05	19.51	19.94	20.46	20.95	21.43	22.22	23.11
02H	S	18.30	18.89	19.47	19.58	19.98	20.42	20.97	21.45	21.92	22.72	23.63
3	B	2853	2944	3036	3049	3120	3202	3278	3357	3437	3579	3721

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

3	Q	2962	3056	3152	3170	3240	3325	3409	3490	3571	3721	3872
3	S	3034	3131	3228	3247	3318	3409	3491	3569	3650	3801	3952
3.5	B	2918	3009	3104	3120	3196	3278	3359	3437	3524	3673	3817
3.5	Q	3027	3124	3220	3240	3320	3409	3492	3571	3660	3815	3970
3.5	S	3098	3198	3296	3318	3405	3491	3574	3650	3741	3899	4055
4	B	2918	3009	3104	3120	3202	3289	3362	3454	3532	3682	3832
4	Q	3027	3124	3220	3240	3325	3415	3494	3591	3673	3828	3981
4	S	3098	3198	3296	3318	3409	3495	3578	3675	3752	3907	4067
4.5	B	2987	3083	3178	3196	3278	3360	3448	3537	3620	3773	3923
4.5	Q	3099	3200	3298	3320	3409	3493	3585	3678	3764	3924	4081
4.5	S	3177	3280	3382	3405	3491	3577	3662	3756	3847	4008	4166
5	B	2992	3088	3184	3202	3294	3375	3465	3548	3637	3787	3938
5	Q	3104	3204	3304	3325	3419	3509	3600	3688	3782	3938	4094
5	S	3180	3282	3385	3409	3497	3591	3683	3773	3862	4019	4179
5.5	B	3060	3158	3257	3278	3362	3460	3547	3637	3732	3885	4036
5.5	Q	3180	3282	3385	3409	3494	3597	3687	3782	3885	4038	4199
5.5	S	3255	3359	3465	3491	3578	3680	3772	3862	3963	4122	4285
6	B	3075	3174	3273	3294	3377	3469	3567	3656	3758	3918	4074
6	Q	3190	3290	3394	3419	3510	3607	3709	3805	3905	4074	4237
6	S	3261	3366	3471	3497	3593	3685	3792	3888	3991	4158	4326
7	B	3152	3254	3355	3377	3474	3577	3677	3775	3883	4058	4219
7	Q	3272	3377	3483	3510	3610	3719	3821	3927	4036	4226	4394
7	S	3347	3454	3562	3593	3692	3797	3902	4010	4115	4309	4480
8	B	3239	3343	3447	3474	3584	3688	3805	3907	4020	4210	4379
8	Q	3365	3474	3581	3610	3730	3835	3959	4065	4188	4385	4561
8	S	3438	3549	3659	3692	3806	3918	4043	4153	4271	4468	4648

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

9	B	3339	3446	3554	3584	3694	3812	3931	4056	4177	4375	4549
9	Q	3473	3583	3695	3730	3844	3967	4089	4223	4349	4556	4741
9	S	3542	3655	3770	3806	3923	4049	4174	4308	4435	4644	4831
10	B	3443	3554	3665	3698	3834	3947	4078	4207	4336	4557	4742
10	Q	3579	3695	3810	3848	3989	4108	4248	4381	4519	4759	4949
10	S	3652	3770	3887	3927	4068	4191	4331	4464	4610	4848	5041
10.5	B	3544	3657	3772	3808	3931	4065	4189	4335	4462	4690	4879
10.5	Q	3686	3805	3924	3964	4089	4234	4365	4517	4652	4892	5090
10.5	S	3760	3881	4002	4046	4174	4319	4447	4609	4743	4986	5188
11	B	3569	3684	3797	3835	3965	4094	4242	4381	4518	4757	4947
11	Q	3709	3829	3947	3991	4133	4266	4419	4568	4711	4966	5163
11	S	3780	3902	4024	4070	4212	4348	4504	4653	4800	5054	5256
12	B	3709	3829	3947	3991	4137	4271	4432	4577	4745	5000	5199
12	Q	3857	3983	4106	4154	4307	4449	4620	4779	4950	5220	5430
12	S	3931	4057	4186	4235	4389	4533	4709	4869	5043	5314	5528
12.5	B	3794	3918	4041	4084	4236	4383	4550	4706	4860	5125	5330
12.5	Q	3948	4077	4205	4254	4412	4570	4745	4913	5073	5360	5569
12.5	S	4024	4154	4285	4336	4499	4655	4838	5005	5163	5451	5667
13	B	3846	3970	4094	4140	4292	4455	4621	4790	4970	5247	5454
13	Q	4001	4131	4261	4311	4468	4646	4827	5004	5188	5482	5703
13	S	4076	4208	4340	4393	4555	4736	4920	5093	5281	5578	5801
14	B	4006	4136	4265	4317	4480	4655	4860	5036	5227	5533	5755
14	Q	4175	4309	4444	4501	4670	4864	5073	5263	5465	5782	6011
14	S	4248	4387	4523	4584	4763	4949	5163	5358	5557	5874	6106
15	B	4162	4297	4432	4490	4687	4880	5070	5275	5474	5805	6033
15	Q	4341	4481	4622	4684	4889	5093	5298	5517	5720	6060	6307
15	S	4418	4562	4705	4769	4980	5182	5391	5610	5813	6157	6402

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

16	B	4353	4494	4635	4699	4907	5125	5337	5560	5783	6124	6370
16	Q	4539	4687	4835	4901	5125	5360	5582	5812	6044	6403	6662
16	S	4626	4776	4923	4997	5217	5451	5676	5903	6138	6492	6752
17	B	4558	4705	4852	4923	5150	5386	5614	5842	6079	6441	6699
17	Q	4751	4905	5060	5136	5381	5629	5865	6103	6353	6731	7003
17	S	4837	4993	5150	5228	5477	5725	5962	6197	6445	6828	7100
18	B	4793	4949	5103	5181	5430	5681	5943	6183	6432	6815	7089
18	Q	5002	5164	5326	5412	5678	5942	6211	6465	6722	7126	7410
18	S	5083	5248	5414	5501	5768	6033	6306	6558	6819	7214	7506
19	B	5047	5210	5373	5458	5737	6008	6285	6553	6825	7241	7530
19	Q	5271	5443	5612	5706	5999	6274	6575	6847	7135	7565	7869
19	S	5358	5530	5706	5804	6094	6372	6667	6943	7230	7659	7965
20	B	5326	5500	5673	5767	6059	6339	6643	6932	7219	7658	7964
20	Q	5563	5743	5924	6028	6331	6630	6945	7243	7544	8005	8326
20	S	5650	5835	6018	6123	6425	6722	7036	7336	7637	8095	8419

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Effective July 1, 2022
Bargaining Unit: RC-014

Pay Grade	Pay Plan Code	S T E P S										
		1c	1b	1a	1	2	3	4	5	6	7	8
2	B	2901	2996	3090	3101	3169	3243	3327	3401	3482	3611	3753
2	Q	3008	3106	3203	3217	3295	3368	3455	3539	3620	3753	3904
2	S	3091	3190	3289	3308	3375	3449	3542	3624	3703	3838	3992
02H	B	17.85	18.44	19.02	19.08	19.50	19.96	20.47	20.93	21.43	22.22	23.10

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

02H	Q	18.51	19.11	19.71	19.80	20.28	20.73	21.26	21.78	22.28	23.10	24.02
02H	S	19.02	19.63	20.24	20.36	20.77	21.22	21.80	22.30	22.79	23.62	24.57
3	B	2966	3060	3156	3169	3243	3328	3407	3490	3573	3720	3868
3	Q	3079	3177	3277	3295	3368	3456	3544	3628	3712	3868	4025
3	S	3154	3255	3356	3375	3449	3544	3629	3710	3794	3951	4108
3.5	B	3033	3128	3227	3243	3322	3407	3492	3573	3663	3818	3968
3.5	Q	3147	3247	3347	3368	3451	3544	3630	3712	3805	3966	4127
3.5	S	3220	3324	3426	3449	3539	3629	3715	3794	3889	4053	4215
4	B	3033	3128	3227	3243	3328	3419	3495	3590	3672	3827	3983
4	Q	3147	3247	3347	3368	3456	3550	3632	3733	3818	3979	4138
4	S	3220	3324	3426	3449	3544	3633	3719	3820	3900	4061	4228
4.5	B	3105	3205	3304	3322	3407	3493	3584	3677	3763	3922	4078
4.5	Q	3221	3326	3428	3451	3544	3631	3727	3823	3913	4079	4242
4.5	S	3302	3410	3516	3539	3629	3718	3807	3904	3999	4166	4331
5	B	3110	3210	3310	3328	3424	3508	3602	3688	3781	3937	4094
5	Q	3227	3331	3435	3456	3554	3648	3742	3834	3931	4094	4256
5	S	3306	3412	3519	3544	3635	3733	3828	3922	4015	4178	4344
5.5	B	3181	3283	3386	3407	3495	3597	3687	3781	3879	4038	4195
5.5	Q	3306	3412	3519	3544	3632	3739	3833	3931	4038	4198	4365
5.5	S	3384	3492	3602	3629	3719	3825	3921	4015	4120	4285	4454
6	B	3196	3299	3402	3424	3510	3606	3708	3800	3906	4073	4235
6	Q	3316	3420	3528	3554	3649	3749	3856	3955	4059	4235	4404
6	S	3390	3499	3608	3635	3735	3831	3942	4042	4149	4322	4497
7	B	3277	3383	3488	3510	3611	3718	3822	3924	4036	4218	4386
7	Q	3401	3510	3621	3649	3753	3866	3972	4082	4195	4393	4568
7	S	3479	3590	3703	3735	3838	3947	4056	4168	4278	4479	4657

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

8	B	3367	3475	3583	3611	3726	3834	3955	4061	4179	4376	4552
8	Q	3498	3611	3722	3753	3877	3986	4115	4226	4353	4558	4741
8	S	3574	3689	3804	3838	3956	4073	4203	4317	4440	4644	4832
9	B	3471	3582	3694	3726	3840	3963	4086	4216	4342	4548	4729
9	Q	3610	3725	3841	3877	3996	4124	4251	4390	4521	4736	4928
9	S	3682	3799	3919	3956	4078	4209	4339	4478	4610	4827	5022
10	B	3579	3694	3810	3844	3985	4103	4239	4373	4507	4737	4929
10	Q	3720	3841	3960	4000	4147	4270	4416	4554	4698	4947	5144
10	S	3796	3919	4041	4082	4229	4357	4502	4640	4792	5039	5240
10.5	B	3684	3801	3921	3958	4086	4226	4354	4506	4638	4875	5072
10.5	Q	3832	3955	4079	4121	4251	4401	4537	4695	4836	5085	5291
10.5	S	3909	4034	4160	4206	4339	4490	4623	4791	4930	5183	5393
11	B	3710	3830	3947	3986	4122	4256	4410	4554	4696	4945	5142
11	Q	3856	3980	4103	4149	4296	4435	4594	4748	4897	5162	5367
11	S	3929	4056	4183	4231	4378	4520	4682	4837	4990	5254	5464
12	B	3856	3980	4103	4149	4300	4440	4607	4758	4932	5198	5404
12	Q	4009	4140	4268	4318	4477	4625	4802	4968	5146	5426	5644
12	S	4086	4217	4351	4402	4562	4712	4895	5061	5242	5524	5746
12.5	B	3944	4073	4201	4245	4403	4556	4730	4892	5052	5327	5541
12.5	Q	4104	4238	4371	4422	4586	4751	4932	5107	5273	5572	5789
12.5	S	4183	4318	4454	4507	4677	4839	5029	5203	5367	5666	5891
13	B	3998	4127	4256	4304	4462	4631	4804	4979	5166	5454	5669
13	Q	4159	4294	4429	4481	4644	4830	5018	5202	5393	5699	5928
13	S	4237	4374	4511	4567	4735	4923	5114	5294	5490	5798	6030
14	B	4164	4299	4433	4488	4657	4839	5052	5235	5433	5752	5982
14	Q	4340	4479	4620	4679	4854	5056	5273	5471	5681	6010	6248
14	S	4416	4560	4702	4765	4951	5144	5367	5570	5777	6106	6347

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

15	B	4326	4467	4607	4667	4872	5073	5270	5483	5690	6034	6271
15	Q	4512	4658	4805	4869	5082	5294	5507	5735	5946	6299	6556
15	S	4593	4742	4891	4957	5177	5387	5604	5832	6043	6400	6655
16	B	4525	4672	4818	4885	5101	5327	5548	5780	6011	6366	6622
16	Q	4718	4872	5026	5095	5327	5572	5802	6042	6283	6656	6925
16	S	4809	4965	5117	5194	5423	5666	5900	6136	6380	6748	7019
17	B	4738	4891	5044	5117	5353	5599	5836	6073	6319	6695	6964
17	Q	4939	5099	5260	5339	5594	5851	6097	6344	6604	6997	7280
17	S	5028	5190	5353	5435	5693	5951	6197	6442	6700	7098	7380
18	B	4982	5144	5305	5386	5644	5905	6178	6427	6686	7084	7369
18	Q	5200	5368	5536	5626	5902	6177	6456	6720	6988	7407	7703
18	S	5284	5455	5628	5718	5996	6271	6555	6817	7088	7499	7802
19	B	5246	5416	5585	5674	5964	6245	6533	6812	7095	7527	7827
19	Q	5479	5658	5834	5931	6236	6522	6835	7117	7417	7864	8180
19	S	5570	5748	5931	6033	6335	6624	6930	7217	7516	7962	8280
20	B	5536	5717	5897	5995	6298	6589	6905	7206	7504	7960	8279
20	Q	5783	5970	6158	6266	6581	6892	7219	7529	7842	8321	8655
20	S	5873	6065	6256	6365	6679	6988	7314	7626	7939	8415	8752

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(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Section 310.APPENDIX A Negotiated Rates of Pay**Section 310.TABLE K RC-023 (Registered Nurses, INA)**

Title	Title Code	Bargaining Unit	Pay Grade
Child Welfare Nurse Specialist	07197	RC-023	22
Corrections Nurse I	09825	RC-023	19
Corrections Nurse II	09826	RC-023	23
Corrections Nurse Trainee	09836	RC-023	17
Health Facilities Surveillance Nurse	18150	RC-023	22
Nursing Act Assistant Coordinator	29731	RC-023	24
Registered Nurse I (See Note)	38131	RC-023	18
Registered Nurse II (See Note)	38132	RC-023	22
Registered Nurse – Advanced Practice (See Note)	38135	RC-023	26

NOTES: ~~New Classification Pay Grade Determination—If the Employer establishes a new position classification covering a significant part of the work now being done by any of the classifications set forth in Section of Article I of the Agreement signed September 16, 2019, the Employer shall notify the Association. If the Employer establishes a new position which the Association believes should be included in this unit, the Association shall so notify the Employer. The parties will then review the new position classification and if unable to reach agreement as to its inclusion or exclusion from the bargaining unit shall submit the question to the Illinois State Labor Relations Board for final resolution. If the inclusion of the position classification is agreed to by the Illinois Labor Relations Board, it shall be added to the list in Section 1 of Article I of the Agreement signed September 16, 2019 and the parties shall negotiate as to the proper pay grade for that classification together with other unique conditions of employment. If no agreement is reached between the parties within 30 days, the Association may file a grievance on the appropriateness of the pay grade at the 3rd-step and such grievance shall be subject to appeal to the arbitration procedures of the Agreement signed September 16, 2019. If an increase in pay grade results from the negotiation, grievance, or arbitration proceedings, it shall apply retroactively to the date the classification was established. The pay grade originally assigned to the position classification by the Employer shall remain in effect pending the arbitrator's decision.~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~Time Off for Association Activities—Bargaining unit members shall be allowed time off without pay as provided for in Article XVII, Leave of Absence, Section 11, Leave for Association Business of the Agreement signed September 16, 2019.~~

~~Union Orientation—The current practices with respect to Union orientation of new employees in those agencies where the Union conducts said orientation shall continue. In those agencies, which have orientation of new employees, the Association shall be permitted to conduct its orientation as part of the orientation program of new employees, the mechanics of which shall be determined on an agency by agency basis. Such attendance by employees shall be on a voluntary basis and without loss of pay for the employees involved.~~

~~Meal Period—Work schedules shall normally provide for the workday to be broken at approximately midpoint by an uninterrupted, unpaid meal period of not less than 30 minutes and no more than an hour. However, this shall not preclude work schedules which provide for a working paid meal period. Employees who normally receive an unpaid meal period and are required to work during that period and receive no equivalent time off during the same shift, shall have such time treated as hours worked and shall be paid at the appropriate straight or overtime rate, whichever is applicable. Present practices regarding eating while on duty during paid meal period shall remain in effect.~~

~~Inconvenience Premium Pay—In the event of a day off rotation only, an employee who works more than five (5) days in any given seven (7) day period even though it overlaps work weeks shall be paid inconvenience premium pay of \$1.50 per hour above the regular rate of pay on each of those days worked over five (5) days within said seven days within a seven-day period. Inconvenience premium pay will increase to \$2.00 per hour effective July 1, 2005, and to \$2.50 per hour effective July 1, 2007. Provided, however, if an employee works more than the normally scheduled hours or days as provided in the Agreement signed September 16, 2019, said employee shall be paid at the normal/usual overtime rate.~~

~~Overtime—Effective January 1, 1992, employees shall be paid at the rate of one and one-half times the employee's straight time hourly rate for all time worked in excess of the employee's work day. Part-time employees shall be paid at the rate of one and one-half times the employee's straight time hourly rate for all time worked in excess of 7.5 hours per work day. Employees shall be paid at the rate of two times the employee's straight time hourly rate for all hours worked in excess of sixteen (16) in a 24-hour period.~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~Call Back Pay—Employees called back for duty or called in on the employee's day off will be guaranteed an amount equal two (2) hours pay at the appropriate rate if such duty is shorter than two (2) hours in duration.~~

~~Standby Pay—When the Employer requires that an employee must be available for work and ne able to report for work in less than an hour, the employee shall be compensated at the rate of one (1) hour straight time pay for each eight (8) hour shift or fraction thereof. Standby for a consecutive 24 hour period shall be compensated at the rate of four (4) hours straight time pay. An employee who is required by the employer to be on standby for Christmas, Thanksgiving, Memorial Day, July 4, Labor Day and New Year's Day is entitled to six (6) hours straight time pay.~~

~~Travel Time—Travel time, as required by the Employer, is considered work time if the travel is between work sites during the regular workday. Time spent in traveling from an employee's residence to and/or from a work site is not considered work time except in instances where the employee is required by the Employer to travel in excess of forty five (45) minutes one way, as measured from the employee's official headquarters in which case the time spent in excess of forty five (45) minutes will be considered work time. Deviations to the above shall be subject to discussions at agency labor/management meetings.~~

~~Travel Time—Public Health and Healthcare and Family Services—Travel time for Public Health and Healthcare and Family Services, as required by the Employer, is considered work time if the travel is between sites during the regular workday. Time spent in traveling from an employee's residence to and/or from a temporary work site is not considered work time and therefore, not eligible for overtime compensation, except in those instances where the employee is required by the Employer to travel in excess of thirty (30) minutes one way, as measured from the employee's starting and/or ending point for that day, in which case the minutes in excess of thirty (30) minutes will be considered work time and compensated at the appropriate rate within the limits set forth in Article VI of the INA Contract. Travel from an Employee's home to headquarters is never considered work time.~~

~~Travel Time Policy Department of Public Health—For travel reimbursement purposes only, an employee's residence is designated as his/her headquarters. Travel between an employee's residence (headquarters) and a temporary work site is considered work time and such travel will be reimbursed according to Travel Board regulations. Travel reimbursement will not be affected in any way by trips to the employee's~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~Regional Office for the purpose of receiving/delivering Long Term Care survey packages or complaints or stays of one hour or less which may require a stop at the office, as directed by management, in the course of the employee's work day.~~

~~Daylight Savings Time—Employees working during the shift when Daylight Savings Time changes to Standard Time will receive the appropriate rate of premium pay for the extra hour worked. However, when Standard Time changes to Daylight Savings Time, employees will be allowed to use accumulated benefit time, excluding sick leave, to cover the one (1) hour reduction in work time.~~

~~Temporary Assignment in the Same or an Equal of Lower Paid Classification—The Employer may, subject to the Provisions of Article VII of the INA contract, temporarily assign an employee to perform the duties of another position in the same, or an equal, or a lower classified position and/or on a different shift. Such an assignment of an individual shall not continue for more than 30 calendar days except that it may be renewed after a lapse of 30 calendar days or it may be extended by mutual agreement. Such assignments shall be distributed within the functional/program unit in accordance with rules which have been or may be negotiated at the local level. Pay for this type of temporary assignment shall be the employee's regular rate of pay.~~

~~Payment for Work in a Higher Position Classification—For the purpose of calculation, temporary assignments shall be based on the actual amount of time in the assignment, in increments of time not less than one hour. For such assignments, the Employer will pay the higher rate of pay in the higher range that is at least 5% greater than the employee's current salary not to exceed the maximum step of the range. Employees temporarily assigned to merit compensation positions will be compensated pursuant to the Pay Plan.~~

~~Geographical Transfer Initiated by the Employer—When an employee is transferred from one geographical location in the State to another for the convenience of the Employer, the employee shall be reimbursed for all reasonable transportation and moving expenses incurred in moving to a new location. First preference for transfer at the request of the Employer shall be offered to senior qualified employees as provided in Article V, Seniority, Sections 1 and 2 of the INA contract. If no employees accept such offer, the least senior employees may be required to transfer (with expense reimbursement as provided in Section 4d, 1 of the INA contract or to accept layoff.~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~Voluntary Reductions—Employees who are selected for Voluntary Reduction shall be placed on the step in the lower classification which is less than, but closest to the salary from which the employee is voluntarily reducing. An employee who voluntarily returns or is returned by the agency to his/her previous classification during the four-month promotional probationary period, shall be placed on the step which represents the salary had the employee not been promoted. Such employee's creditable service date will revert to the date held prior to the promotion.~~

~~Salary and Other Benefits of Employee in Demotion—Upon receipt by the employee of the approved statement of reasons for demotion or on the effective date thereof, whichever is later, all salaries and benefits of such employee in the position classification in which assigned prior to receipt of such statement of reasons shall be adjusted to reflect the demotion.~~

~~Wage Assignments and Garnishments—The Employer shall not impose disciplinary action against any employee for any wage assignment or garnishment. Where the Employer seeks to recoup overpayment to employees, it shall be no greater rate than allowed under the garnishment laws and subject to rules and regulations of the Office of the Comptroller.~~

~~Uniforms—Effective July 1, 2015, all nurses in the Department of Veterans Affairs in certified status, who are mandated by the Employer to wear uniforms or scrubs, will be eligible for an annual reimbursement benefit of a maximum of \$450.00.~~

~~Fitness for Duty—When the Employer has requested a fitness for duty evaluation which determines the employee is unfit for duty, the Employer may rely upon the decision of the impartial physician for the employee's fitness for duty. Such examination shall be paid for by the Employer.~~

~~Payment in Lieu of Holiday—If because of agency needs the Employer cannot grant the employee's request for a day off to utilize an accumulated holiday within the twelve-month period following earning of such holiday, the Employer after said twelve-month period, shall pay the employee in cash in the amount of one day's pay.~~

~~Eligibility Holiday Pay—To be eligible for holiday pay the employee must work the employee's last scheduled workday before the holiday or accumulated holiday and the employee's first scheduled workday after the holiday or accumulated holiday and unless absence on either or both of those workdays is for good cause acceptable to and approved by the Employer.~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~Bereavement Leave—Upon request, employees shall be granted paid leave of up to two (2) scheduled work days to attend the funeral or similar service, for related travel and bereavement time, upon the death of a member of the employee's immediate family. Leave shall be limited to one instance per calendar year. Documentation of the reason for the funeral/bereavement leave, attendance at the funeral or similar service, and relationship to the deceased may be required. Immediate family is defined pursuant to this Section as: father, mother, sister, brother, spouse, children, grandparent and grandchildren including relationships established by marriage. For purposes of application of Bereavement Leave, relationships existing due to marriage will terminate upon death or divorce of the relative through whom the marriage relationship exists. Current marital status will be defined in accordance with State law.~~

~~Attendance in Court—Any permanent employee called for jury duty or subpoenaed by any legislative, judicial or administrative tribunal, shall be in pay status provided such attendance is during the employee's regular scheduled hours of work and is not a matter of personal litigation. Upon receiving the sum paid for jury service or witness fee, the employee shall submit the warrant, or its equivalent, to the agency to be returned to the fund in the State Treasury from which the original payroll warrant was drawn. Provided, however, an employee may elect to fulfill such a call or subpoena on accrued time off and personal leave and retain the full amount received for such service. Employees selected to serve on a jury shall, upon request, be temporarily assigned to a day shift for the duration of their jury duty period. An employee subpoenaed by a legislative, judicial or administrative tribunal for non-work related personal litigation shall be granted benefit time if such time is available or authorized dock time, and the employee's choice.~~

~~Maternity/Paternity/Adoption Leaves—All employees who provide proof of their pregnancy or that of their female partner at least 30 days prior to the expected due date will be eligible for 10 weeks (50 days) of paid maternity/paternity leave for each pregnancy resulting in birth or multiple births. Should both parents be employees they shall each be eligible for 10 weeks of paid maternity/paternity leave, which may be taken consecutively or concurrently. No employee will be allowed to take less than a full work week (5 consecutive days). Regardless of the number of pregnancies in a year, no employee shall receive more than 10 weeks (50 work days) of paid leave under this Section per year. The State shall require proof of the birth. In addition, non-married male employees may be required to provide proof of paternity such as a birth certificate or other appropriate documentation confirming~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~paternity. Leaves under this Section shall also be granted in cases of a full term still born child for a maximum of five (5) weeks. All bargaining unit members are eligible for ten weeks (50 days) of paid leave with a new adoption, with the leave to commence when physical custody of the child has been granted to the member, provided that the member can show that the formal adoption process is underway. In the event the child was in foster care immediately preceding the adoption process, the leave will commence once a court order has been issued for permanent placement and the foster parent has been so notified of their right to adopt as long as the foster child has not resided in the home for more than three (3) years. The agency personnel office must be notified, and the member must submit proof that the adoption has been initiated. Should both parents be employees, they shall each be eligible for 10 weeks of paid maternity/paternity leave which may be taken consecutively or concurrently. No employee will be allowed to take less than a full work week (5 consecutive work days). Regardless of the number of adoptions in a year, no individual shall receive more than 10 weeks (50 work days) of leave under this Section per year. Maternity/Paternity leave is for the purpose of bonding with the new member of the household. Employees are not eligible for the above referenced leave in the event the adoption is for a step child or relative with whom the employee has previously established residency for a period one (1) year or more.~~

~~Professional Meetings—Employees will be granted a reasonable period of time to attend meetings dealing substantively and primarily with professional advancement and development without loss of pay subject to the operating needs of the agency.~~

~~INA Lobby Day—The parties agree that participation in the INA "Lobby Day" is not subject to Article XIX, Section 1, Professional Meetings and Section 2, Continued Education Paid Time.~~

~~Continued Education Paid Time—The Employer will provide each nurse a minimum of 24 hours per year on paid time to enroll in training approved for continuing education credit for nurses subject to management approval as well as the operating needs of the Employer. On July 1, 2013, the Employer will request funding for a budget of \$125 per employee, per fiscal year for the purposes of continued education programs or for courses that are otherwise job or career related. Employees will be entitled to reimbursement subject to the availability of these funds. Agencies will provide INA with semi-annual reports, in April and October, which will include the name of each nurse requesting CE moneys pursuant to this Section and the disposition of the requests, including the reason for denials, if any. The Employer shall make reasonable effort to provide courses, instruction, or opportunities~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~available to employees in order to comply with the continuing education requirements of the Illinois Nurse Practice Act.~~

General Increases – ~~The pay~~Effective January 1, 2020, the pay rates for all bargaining unit classifications and steps shall be increased by the specified percentage amounts effective on the following dates: January 1, 2020, 1.50%;~~Effective July 1, 2020, the pay rates for all bargaining unit classifications and steps shall be increased by 2.10%;~~~~Effective July 1, 2021, the pay rates for all bargaining unit classifications and steps shall be increased by 3.95%; and~~~~Effective July 1, 2022, the pay rates for all bargaining unit classifications and steps shall be increased by 3.95%.~~ Pay rates for each step and their effective dates are listed in the rate tables in this Section.

Stipend – All bargaining unit employees on active payroll on September 16, 2019 shall receive a one-time stipend of \$2,500 prorated by 25% for each year the employee was employed from July 1, 2015 through June 30, 2019. ~~The stipend shall be paid as soon as practicable after September 16, 2019.~~

~~Satisfactory Performance Increase—A nurse who has attained Step 5 of the appropriate pay range and whose level of performance has been at a satisfactory level of competence, shall be successively advanced in pay to the next higher step in the salary range after one year of creditable service in the same class. A satisfactory performance increase shall become effective on the first day of the month within which the required period of creditable service is reached. No satisfactory performance increase may be given after the effective date of separation.~~

~~Movement from Steps 5 and 6—Employees on Steps 5 and 6 shall be advanced to the next higher step on the first day of the month within which 12 months of satisfactory creditable service is reached. The employee will then be given a new creditable service date.~~

~~Step 8—Effective January 1, 2002, employees with twelve (12) months or more of creditable service on Step 7 on or before that date shall be placed on Step 8.~~

~~Redetermination Satisfactory Performance Increase—A Satisfactory Performance Increase previously withheld shall be granted when the cause for withholding has been eliminated. Redetermination must be made at least annually. In such cases, the increases will be effective the first day of the month following the date of approval and will be preceded by the preparation and filing of a Performance Record within the agency indicating the attainment of satisfactory level of competence.~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~Superior Performance Increase—The Director of an agency employing nurses may grant a superior performance increase to a nurse who characteristically carries out his/her work activities in such a way that the results are substantially above a satisfactory level of performance. A nurse shall be eligible for a superior performance increase after six months of continuous service. A minimum of 18 months must lapse between superior performance increases. A superior performance increase shall be for one step in the appropriate salary range. A superior performance increase does not affect the creditable service anniversary date. A Performance Record supporting a superior performance increase shall be retained by the agency head, and shall be available to the Director of Central Management Services upon request. During the fiscal year, the number of superior performance increases granted should not exceed one out of five nurses.~~

~~Promotions—Upon promotion an employee shall be advanced to the lowest step in the new grade which represents at least a full step increase in the former grade. An equivalent of a full step for those employees on Step 7 shall be determined by the value difference between Steps 6 and 7 of the former pay grade. Longevity pay, as provided in Article XX, Section 1.H, shall be included in an employee's rate of pay when determining whether a step represents a full step increase. If a promoted employee's creditable service date is within 90 days of the effective date of the promotion, the Employer shall also include the projected service increase in the computation of the promotional salary increase.~~

~~Severance Pay—Where a facility closes permanently, employees affected thereby with two (2) or more years seniority and on the agency's payroll as the time of such closure or termination, or who were previously laid off as a result of such closure, not offered another bargaining unit position as defined below within sixty (60) days of such closure or termination and within fifty (50) miles of the employee's work location, shall be offered severance pay in the amount of one (1) month's compensation at their monthly rate of pay in effect at the time of such closure or termination. Provided, however, that an employee who elects to remain on the layoff list for a period in excess of six (6) months, or who obtains another bargaining unit position, or who refuses an appropriate position offered by the Employer within his/her position classification series (or if his/her classification is the only one in its series, with a comparable classification) shall forfeit any severance pay which is due under this Section. If an employee accepts severance pay he/she shall be considered terminated.~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~Bilingual Pay—Effective July 1, 1995, employees whose positions require the use of a second language or sign language shall receive an additional \$100.00 or 5% per month, whichever is greater.~~

~~Maximum Security—All employees with seven or more years of continuous service with the Department of Corrections and Department of Juvenile Justice maximum security institutions shall receive an additional \$50.00 increase adjustment to their step salary as long as they remain employees at a maximum security facility.~~

~~Backpay—The employer will pay bargaining unit members for all backpay owed from the wage freeze from 2015 through to 2019, including ant pay from missed steps or longevity adjustments.~~

~~Appropriate Step—Effective July 1, 2012, the employees at the frozen agencies will be placed on the appropriate step of the wage scale that they would have been placed but for the freeze.~~

~~Negotiated Wage Rate—Any employee who is not paid the negotiated wage rate as scheduled in this Agreement shall not be charged any increases cost for health insurance premiums, co-payments, or deductibles during the period he/she is not being paid the negotiated rate established in the wage and salary schedule.~~

~~Retention Bonus—All bargaining unit employees who have worked during the previous four years of the Agreement shall receive a \$500 retention bonus effective January 1, 2022.~~

~~Compensatory Time—Employees will be allowed to accumulate up to five (5) work days of compensatory time. If an employee reaches the maximum compensatory time allowed within the first six (6) months of the fiscal year, the Employer may require it to be liquidated at that time. Any remaining compensatory time shall be liquidated at the end of the fiscal year, per Article VI, Section 5. The granting of compensatory time shall be based on the operational needs of the Employer. Current agency/local practices regarding compensatory time shall continue unless negotiated otherwise.~~

~~12 Hour Work Shifts—The parties agree to modify terms of the 12-hour shift pilot programs currently utilized by the Department of Corrections, Department of Human Services and Department of Veterans Affairs as specified below. The parties further agree that where the provisions of this Agreement conflict with the~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~2015-2023 master collective bargaining agreement, Department past practices or Department or facility supplemental agreements, this Agreement shall control.~~

- ~~1. The scheduled work day shall consist of shifts of twelve (12) consecutive hours in a twenty-four (24) hour period. The starting and ending times will be determined at each work location based upon the operating needs of the facility.~~
- ~~2. For the purposes of Article VI, Section 1—Work Schedules, a work day will be defined as twelve and one half (12.5) hours and a work week as thirty-seven and a half (37.5) hours. Weekends off (Saturday, Sunday) will be equitably distributed in accordance with Article VI, Section 3E.~~
- ~~3. Shifts and days off will be offered by seniority. Shift/Day Off preferences shall continue for those employees currently working 12-hour shifts under an existing pilot program. Shifts/Days Off will be offered by seniority and such preference shall be made prior to the implementation of the program at a facility.~~
- ~~4. To ensure compliance with Agency procedures and appropriate nursing practices, all nurses will report for fifteen (15) minutes at the start and end of their shift for the purposes of count and report. The fifteen (15) minute periods shall be compensated at the straight time rate. Agency attendance policies will be enforced for tardiness.~~
- ~~5. Provisions for special nursing assignments/positions such as chronic clinics, work camps, and mental health nurses will be mutually agreed to by the parties, should such positions require a separate work schedule outside of the 12-hour shifts, the position shall be posted in accordance with Article IX of the master agreement.~~
- ~~6. The Employees will be entitled to a half hour paid lunch break. The two (2) 15-minute paid rest periods, in accordance with Article VI, Section 4 shall continue.~~
- ~~7. Overtime compensation will accrue after twelve and a half (12.5) actual hours worked in a work day and after thirty-seven and a half (37.5) hours in a work week. The use of Sick time shall not be counted as time worked for the~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~purposes of overtime computation. The use of other accumulated benefit time shall be counted as time worked for purposes of overtime computation.~~

- ~~8. An employee will not be required to work more than sixteen (16) consecutive hours on a given work day unless exigent or emergency circumstances exist. All time worked after sixteen (16) hours in a 24-hour period shall be paid at the double time rate.~~
 - ~~9. The parties agree that mandatory overtime should be the exception and not the norm. Except in an emergency, overtime known at least two (2) weeks, fourteen (14) days, in advance of the start of a shift that is not filled by volunteers, will be filled by mandatory overtime.~~
 - ~~10. The Memoranda of Understanding for Overtime shall be followed for voluntary and mandatory overtime.~~
 - ~~11. If an employee works more than 16 consecutive hours, the employee shall receive equivalent time off for sleep and rest if they are scheduled to work the following day.~~
 - ~~12. The INA and DOC Overtime Distribution MOU dated February 10, 2006, Section 5 shall be amended, and employees shall be subject to being mandated four (4) hours prior to their regularly scheduled shift or four (4) hours after their regularly scheduled shift.~~
 - ~~13. Employees who work the pm shift shall be paid shift differential for all hours worked, provided they work one-half (1/2) or more on the pm shift. The rate of pay as defined by the Master Agreement shall continue.~~
 - ~~14. Sick Time shall accrue at the current (7.5) hour rate per the Master Agreement.~~
 - ~~15. Benefit time will be accrued and utilized using a twelve (12) hour day work schedule.~~
- a. ~~For vacation time, the Master Agreement will be revised as follows:~~
- ~~1. From the date of hire until the completion of five (5) years of service; six (6) workdays per full year of employment earned at the rate of .50 day (6 hours) per month.~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

2. ~~From the completion of five (5) years continuous service until the completion of nine (9) years of continuous service; nine (9) workdays per full year of employment earned at a rate of .75 day (9 hours) per month.~~
 3. ~~From the completion of nine (9) years of continuous service until the completion of fourteen (14) years of continuous service; earned at the rate of .92 day (11 hours) per month for eleven (11) workdays per full year of employment.~~
 4. ~~From the completion of fourteen (14) years of continuous service until the completion of nineteen (19) years of continuous service; earned at the rate of 1 day (12 hours) per month for twelve (12) workdays per year of employment.~~
 5. ~~From the completion of nineteen (19) years of continuous service until the completion of twenty five (25) years of continuous service; 1.25 days (15 hours) per month for fifteen (15) workdays per year of employment.~~
 6. ~~From the completion of twenty five (25) years of continuous service; 1.5 days (18 hours) per month for eighteen (18) workdays per year of employment.~~
- b) ~~Annual vacation selection shall continue to be chosen as past practice determined by the Master Agreement.~~
16. ~~For personal time, the provisions of the Master Agreement will continue with nurses earning and being permitted to utilize two (2) personal days (24 hours) a year or three (3) days (36 hours) if no sick time is utilized in a year.~~
 17. ~~For Holiday time, the Master Agreement and Personnel Rules provisions will continue with nurses being allowed to accumulate holiday time for hours worked on a holiday, including super holidays. For a holiday not worked, nurses will bank an equivalent holiday.~~
 18. ~~Upon termination of the pilot program at a facility or when a nurse transfers to a work location on a standard work schedule, time earned at a 12 hour rate shall be converted back to a 7.5 hour work day.~~
 19. ~~Issues arising from the implementation of this pilot program shall be discussed at Facility Labor Management meetings and/or Agency Standing Committee~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~Meetings. If the committee is unable to resolve such issues, grievances may be filed to the second step of the grievance procedure. Within two months of ratification of this Agreement, a standing committee will be formed for Department of Human Services to address the ongoing implementation of 12-hour shifts; in the event further facilities in Department of Veterans Affairs go to 12-hour schedules, the INA and DVA will discuss forming a standing committee.~~

- ~~20. Subject to the operating needs of the Employer, the parties may mutually agree to expand the use of the 12-hour schedule for Registered Nurse positions covered under the RC-23 bargaining unit.~~
- ~~21. Upon ratification of the agreement, representatives from the Department of Central Management Services, Department of Corrections, Department of Human Services, Department of Juvenile Justice and Department of Veteran's Affairs shall meet with the Union to discuss implementation of the 12-hour schedule at additional facilities.~~
- ~~22. Should the Employer or the Union wish to terminate the 12-hour schedule at a particular facility, the party wishing to terminate the program shall give the other party a minimum of sixty (60) days' notice, and the parties shall meet to attempt to resolve any program deficiencies. Should the parties be unable to resolve the identified deficiencies, the program will be terminated at the end of the sixty (60) day period.~~

~~Shift Differential Pay—Shift Differential for bargaining unit employees shall be 10% of the employee's straight time hourly rate. Effective July 1, 2009, shift differential shall be 11% of the employee's straight time hourly rate. This payment shall be in addition to the employee's base salary for all hours worked in a day if their regular schedule provides that the employee is scheduled to work half or more of the hours before 7:00 a.m. or after 3:00 p.m. Employees working schedules that qualify for shift differential shall receive shift differential for all paid time off, including use of accumulated compensatory time. Employees who work p.m. or night shifts shall be paid the differential provided they worked at least one half or more of an evening or night shift regardless of regular schedule.~~

Longevity Pay – Effective July 1, 2010, the Step 8 rate shall be increased by \$50 per month for those employees who have three or more years of creditable service on Step 8 in the same pay grade. Effective July 1, 2010, the Step 8 rate shall be

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

increased by \$75 per month for those employees who have six or more years of creditable service on Step 8 in the same pay grade. Effective July 1, 2013, the Step 8 rate shall be increased by \$75 per month for those employees who have three or more years of creditable service on Step 8 in the same pay grade. Effective July 1, 2013, the Step 8 rate shall be increased by \$100 per month for those employees who have six or more years of creditable service on Step 8 in the same pay grade.

Pension Formula – Effective January 1, 2011, employees newly hired into positions allocated to the Registered Nurse I, Registered Nurse II or Registered Nurse – Advanced Practice titles and outside of the Departments of Corrections and Juvenile Justice receive Pay Plan Code B rates. Employees newly hired are employees hired on or after January 1, 2011 who have never been a member of the State Employees' Retirement System (SERS) or any other reciprocal retirement system. Other reciprocal retirement systems are the Chicago Teachers' Pension Fund, County Employees' Annuity and Benefit Fund of Cook County, Forest Preserve District Employees' Annuity and Benefit Fund of Cook County, General Assembly Retirement System (GARS), Illinois Municipal Retirement Fund (IMRF), Judges Retirement System (JRS), Laborers' Annuity and Benefit Fund of Chicago, Metropolitan Water Reclamation District Retirement Fund, Municipal Employees Annuity and Benefit Fund of Chicago, State Universities Retirement System (SURS) and Teachers' Retirement System of the State of Illinois (TRS).

Effective July 1, 2014
Bargaining Unit: RC-023

Pay Grade	Pay Plan Code	STEPS							
		1	2	3	4	5	6	7	8
17	Q	4617	4838	5058	5284	5621	5818	6022	6264
17	S	4667	4888	5108	5334	5671	5868	6072	6314
18	B	4710	4936	5161	5392	5733	5937	6144	6389
18	Q	4779	5008	5236	5469	5818	6022	6233	6484
19	Q	5017	5250	5499	5734	6110	6326	6547	6809
19	S	5067	5300	5549	5784	6160	6376	6597	6859

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

22	B	5293	5542	5810	6074	6462	6687	6923	7197
22	Q	5371	5622	5892	6161	6558	6787	7021	7303
23	Q	5640	5905	6186	6471	6882	7126	7375	7669
23	S	5690	5955	6236	6521	6932	7176	7425	7719
24	B	5622	5910	6182	6464	6870	7108	7358	7652
26	B	5965	6272	6563	6863	7291	7544	7810	8123
26	Q	6052	6365	6660	6965	7399	7657	7924	8246
26	S	6102	6415	6710	7015	7449	7707	7974	8296

Effective January 1, 2020
Bargaining Unit: RC-023

<u>Pay Grade</u>	<u>Pay Plan Code</u>	<u>STEPS</u>							
		<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
17	Q	4686	4911	5134	5363	5705	5905	6112	6358
17	S	4737	4961	5185	5414	5756	5956	6163	6409
18	B	4781	5010	5238	5473	5819	6026	6236	6485
18	Q	4851	5083	5315	5551	5905	6112	6326	6581
19	Q	5092	5329	5581	5820	6202	6421	6645	6911
19	S	5143	5380	5632	5871	6252	6472	6696	6962
22	B	5372	5625	5897	6165	6559	6787	7027	7305
22	Q	5452	5706	5980	6253	6656	6889	7126	7413
23	Q	5725	5994	6279	6568	6985	7233	7486	7784
23	S	5775	6044	6330	6619	7036	7284	7536	7835
24	B	5706	5999	6275	6561	6973	7215	7468	7767

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

26	B	6054	6366	6661	6966	7400	7657	7927	8245
26	Q	6143	6460	6760	7069	7510	7772	8043	8370
26	S	6194	6511	6811	7120	7561	7823	8094	8420

Effective July 1, 2020
Bargaining Unit: RC-023

<u>Pay</u> <u>Grade</u>	<u>Pay</u> <u>Plan</u> <u>Code</u>	S T E P S							
		<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
17	Q	4784	5014	5242	5476	5825	6029	6240	6492
17	S	4836	5065	5294	5528	5877	6081	6292	6544
18	B	4881	5115	5348	5588	5941	6153	6367	6621
18	Q	4953	5190	5427	5668	6029	6240	6459	6719
19	Q	5199	5441	5698	5942	6332	6556	6785	7056
19	S	5251	5493	5750	5994	6383	6608	6837	7108
22	B	5485	5743	6021	6294	6697	6930	7175	7458
22	Q	5566	5826	6106	6384	6796	7034	7276	7569
23	Q	5845	6120	6411	6706	7132	7385	7643	7947
23	S	5896	6171	6463	6758	7184	7437	7694	8000
24	B	5826	6125	6407	6699	7119	7367	7625	7930
26	B	6181	6500	6801	7112	7555	7818	8093	8418
26	Q	6272	6596	6902	7217	7668	7935	8212	8546
26	S	6324	6648	6954	7270	7720	7987	8264	8597

Effective July 1, 2021

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Bargaining Unit: RC-023

<u>Pay Grade</u>	<u>Pay Plan Code</u>	<u>S T E P S</u>							
		<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
17	Q	4973	5212	5449	5692	6055	6267	6486	6748
17	S	5027	5265	5503	5746	6109	6321	6541	6802
18	B	5074	5317	5559	5809	6176	6396	6618	6883
18	Q	5149	5395	5641	5892	6267	6486	6714	6984
19	Q	5404	5656	5923	6177	6582	6815	7053	7335
19	S	5458	5710	5977	6231	6635	6869	7107	7389
22	B	5702	5970	6259	6543	6962	7204	7458	7753
22	Q	5786	6056	6347	6636	7064	7312	7563	7868
23	Q	6076	6362	6664	6971	7414	7677	7945	8261
23	S	6129	6415	6718	7025	7468	7731	7998	8316
24	B	6056	6367	6660	6964	7400	7658	7926	8243
26	B	6425	6757	7070	7393	7853	8127	8413	8751
26	Q	6520	6857	7175	7502	7971	8248	8536	8884
26	S	6574	6911	7229	7557	8025	8302	8590	8937

Effective July 1, 2022
Bargaining Unit: RC-023

<u>Pay Grade</u>	<u>Pay Plan Code</u>	<u>S T E P S</u>							
		<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
17	Q	5169	5418	5664	5917	6294	6515	6742	7015
17	S	5226	5473	5720	5973	6350	6571	6799	7071

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

18	B	5274	5527	5779	6038	6420	6649	6879	7155
18	Q	5352	5608	5864	6125	6515	6742	6979	7260
19	Q	5617	5879	6157	6421	6842	7084	7332	7625
19	S	5674	5936	6213	6477	6897	7140	7388	7681
22	B	5927	6206	6506	6801	7237	7489	7753	8059
22	Q	6015	6295	6598	6898	7343	7601	7862	8179
23	Q	6316	6613	6927	7246	7707	7980	8259	8587
23	S	6371	6668	6983	7302	7763	8036	8314	8644
24	B	6295	6618	6923	7239	7692	7960	8239	8569
26	B	6679	7024	7349	7685	8163	8448	8745	9097
26	Q	6778	7128	7458	7798	8286	8574	8873	9235
26	S	6834	7184	7515	7856	8342	8630	8929	9290

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Section 310.APPENDIX A Negotiated Rates of Pay**Section 310.TABLE N RC-010 (Professional Legal Unit, AFSCME)**

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Grade</u>
Hearings Referee	18300	RC-010	23
Hearings Referee – Intermittent	18301	RC-010	23H
Public Service Administrator, Option 8L Departments of Central Management Services, Children and Family Services, Healthcare and Family Services, Labor, Public Health and Revenue, Environmental Protection Agency, Illinois Gaming Board, Guardianship and Advocacy Commission, Pollution Control Board except the Pollution Control Board positions with an attorney assistant function, and administrative law judge function at the Departments of Healthcare and Family Services and Human Services	37015	RC-010	24
Technical Advisor Advanced Program Specialist	45256	RC-010	24
Technical Advisor I	45251	RC-010	18
Technical Advisor II	45252	RC-010	20
Technical Advisor III	45253	RC-010	23

NOTES: ~~Maximum Security Pay—Effective January 1, 2018, for all employees who are currently receiving maximum security pay, and are not working at a maximum-security facility, the maximum security pay shall be removed.~~

Stipend – Effective June 30, 2019, and paid upon ratification of the ~~2019 collective bargaining agreement~~ Agreement signed August 21, 2019, provided that ratification occurs prior to August 15, 2019, all bargaining unit employees shall receive a one-time stipend of \$2,500 prorated by 25% for each year the employee was employed from July 1, 2015 through June 30, 2019.

Sub-Steps – Step 1a, 1b, and 1c shall be implemented for all employees hired on or after May 20, 2013, with a 3% step differential. Effective July 1, 2019, Step 1a, 1b, and 1c shall be increased by \$25 per month, with subsequent \$25 per month increases effective. ~~Effective July 1, 2020 and, Step 1a, 1b, and 1c shall be increased by an additional \$25 per month. Effective July 1, 2021, Step 1a, 1b, and~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~It shall be increased by an additional \$25 per month. The rates are set out in the rate tables below.~~

General Increases – The pay rates for all bargaining unit classifications and steps shall be increased by the specified percentage amounts effective on the following dates: Effective January 1, 2020, the pay rates for all bargaining unit classifications and steps shall be increased by 1.50%; which rates are set out in a rate table below. Effective July 1, 2020, the pay rates for all bargaining unit classifications and steps shall be increased by 2.10%; which rates are set out in a rate table below. Effective July 1, 2021, the pay rates for all bargaining unit classifications and steps shall be increased by 3.95%; and which rates are set out in rate table below. Effective July 1, 2022, the pay rates for all bargaining unit classifications and steps shall be increased by 3.95%, which rates are set out in a rate table below. Pay rates for each step and their effective dates are listed in the rate tables in this Section.

~~Shift Differential Pay – Employees shall be paid a shift differential of \$0.80 per hour in addition to their base salary rate for all hours worked if their normal work schedule for that day provides that they are scheduled to work and they work ½ or more of the work hours before 7 a.m. or after 3 p.m. The payment shall be for all paid time. Incumbents who currently receive a percentage shift differential providing more than the cents per hour indicated in this Note based on the base rate of pay prior to the effective date shall have that percentage converted to the cents per hour equivalent rounded to the nearest cent and shall continue to receive the higher cents per hour rate. This provision shall not apply to employees who, because of "flex time" scheduling made at their request, are scheduled and work hours that would otherwise qualify them for premium pay under this provision.~~

Longevity Pay – Effective January 1, 2002, the Step 8 rate shall be increased by \$25 per month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 7 in the same or higher pay grade on or before January 1, 2002. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 7 in the same or higher pay grade on or before January 1, 2002, the Step 8 rate shall be increased by \$50 per month. For employees not eligible for longevity pay on or before January 1, 2002, the Step 8 rate shall be increased by \$25 per month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade, the Step 8 rate shall

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

be increased by \$50 per month. Effective July 1, 2010, the Step 8 rate shall be increased by \$50 per month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2010. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2010, the Step 8 rate shall be increased by \$75 per month. Effective July 1, 2013, the Step 8 rate shall be increased by \$25 per month to \$75 a month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2013. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2013, the Step 8 rate shall be increased by \$25 per month to \$100 a month. Employees whose salaries are red-circled above the maximum Step rate continue to receive all applicable general increases and any other adjustments (except the longevity pay) provided for in [an applicable collective bargaining agreement](#)~~the Agreement~~. For these employees, the longevity pay shall be limited to the amount that would increase the employee's salary to the amount that is equal to that of an employee on the maximum Step rate with the same number of years of continuous and creditable service. Employees receiving the longevity pay shall continue to receive the longevity pay as long as they remain in the same or successor classification as a result of a reclassification or reevaluation. Employees who are eligible for the increase provided for longevity pay on or before January 1, 2002, shall continue to receive longevity pay after being placed on Step 8 while they remain in the same or lower pay grade.

~~Effective July 1, 2019~~
~~Bargaining Unit: RC-010~~

Pay Grade	Pay Plan Code	STEPS										
		1e	1b	1a	1	2	3	4	5	6	7	8
18	B	4402	4547	4690	4809	5041	5274	5516	5740	5971	6326	6581
18	Q	4596	4747	4898	5024	5271	5515	5766	6001	6240	6615	6878
20	B	4898	5058	5219	5354	5625	5885	6167	6435	6701	7108	7392
20	Q	5117	5284	5452	5596	5877	6155	6447	6724	7003	7432	7729

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

23	B	5795	5986	6176	6341	6677	7020	7352	7690	8023	8531	8873
23	Q	6058	6258	6457	6630	6980	7337	7682	8040	8387	8912	9268
23H	B	35.66	36.84	38.01	39.02	41.09	43.20	45.24	47.32	49.37	52.50	54.60
24	B	6166	6369	6571	6749	7107	7482	7838	8202	8570	9109	9472
24	Q	6444	6655	6868	7054	7431	7816	8194	8567	8956	9519	9900
26	B	7009	7239	7470	7676	8097	8527	8957	9375	9796	10427	10844
26	Q	7348	7588	7830	8047	8482	8931	9382	9822	10259	10924	11361

Effective January 1, 2020
Bargaining Unit: RC-010

Pay Grade	Pay Plan Code	STEPS										
		1e	1b	1a	1	2	3	4	5	6	7	8
18	B	4468	4615	4760	4881	5117	5353	5599	5826	6061	6421	6680
18	Q	4665	4818	4971	5099	5350	5598	5852	6091	6334	6714	6981
20	B	4971	5134	5297	5434	5709	5973	6260	6532	6802	7215	7503
20	Q	5194	5363	5534	5680	5965	6247	6544	6825	7108	7543	7845
23	B	5882	6076	6269	6436	6777	7125	7462	7805	8143	8659	9006
23	Q	6149	6352	6554	6729	7085	7447	7797	8161	8513	9046	9407
23H	B	36.20	37.39	38.58	39.61	41.70	43.85	45.92	48.03	50.11	53.29	55.42
24	B	6258	6465	6670	6850	7214	7594	7956	8325	8699	9246	9614
24	Q	6541	6755	6971	7160	7542	7933	8317	8696	9090	9662	10049
26	B	7114	7348	7582	7791	8218	8655	9091	9516	9943	10583	11007
26	Q	7458	7702	7947	8168	8609	9065	9523	9969	10413	11088	11531

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Effective July 1, 2020
Bargaining Unit: RC-010

Pay Grade	Pay Plan Code	S T E P S										
		1c	1b	1a	1	2	3	4	5	6	7	8
18	B	4587	4737	4885	4984	5224	5465	5717	5948	6188	6556	6820
18	Q	4788	4944	5100	5206	5462	5716	5975	6219	6467	6855	7128
20	B	5100	5267	5433	5548	5829	6098	6391	6669	6945	7367	7661
20	Q	5328	5501	5675	5799	6090	6378	6681	6968	7257	7701	8010
23	B	6031	6229	6426	6571	6919	7275	7619	7969	8314	8841	9195
23	Q	6303	6510	6717	6870	7234	7603	7961	8332	8692	9236	9605
23H	B	37.11	38.33	39.54	40.44	42.58	44.77	46.89	49.04	51.16	54.41	56.58
24	B	6414	6626	6835	6994	7365	7753	8123	8500	8882	9440	9816
24	Q	6703	6922	7142	7310	7700	8100	8492	8879	9281	9865	10260
26	B	7288	7527	7766	7955	8391	8837	9282	9716	10152	10805	11238
26	Q	7640	7889	8139	8340	8790	9255	9723	10178	10632	11321	11773

Effective July 1, 2021
Bargaining Unit: RC-010

Pay Grade	Pay Plan Code	S T E P S										
		1c	1b	1a	1	2	3	4	5	6	7	8
18	B	4793	4949	5103	5181	5430	5681	5943	6183	6432	6815	7089
18	Q	5002	5164	5326	5412	5678	5942	6211	6465	6722	7126	7410
20	B	5326	5500	5673	5767	6059	6339	6643	6932	7219	7658	7964
20	Q	5563	5743	5924	6028	6331	6630	6945	7243	7544	8005	8326
23	B	6294	6500	6705	6831	7192	7562	7920	8284	8642	9190	9558

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

23	Q	6577	6792	7007	7141	7520	7903	8275	8661	9035	9601	9984
23H	B	38.73	40.00	41.26	42.04	44.26	46.54	48.74	50.98	53.18	56.55	58.82
24	B	6692	6913	7130	7270	7656	8059	8444	8836	9233	9813	10204
24	Q	6993	7220	7449	7599	8004	8420	8827	9230	9648	10255	10665
26	B	7601	7849	8098	8269	8722	9186	9649	10100	10553	11232	11682
26	Q	7967	8226	8485	8669	9137	9621	10107	10580	11052	11768	12238

Effective July 1, 2022
Bargaining Unit: RC-010

Pay Grade	Pay Plan Code	S T E P S										
		1c	1b	1a	1	2	3	4	5	6	7	8
18	B	4982	5144	5305	5386	5644	5905	6178	6427	6686	7084	7369
18	Q	5200	5368	5536	5626	5902	6177	6456	6720	6988	7407	7703
20	B	5536	5717	5897	5995	6298	6589	6905	7206	7504	7960	8279
20	Q	5783	5970	6158	6266	6581	6892	7219	7529	7842	8321	8655
23	B	6543	6757	6970	7101	7476	7861	8233	8611	8983	9553	9936
23	Q	6837	7060	7284	7423	7817	8215	8602	9003	9392	9980	10378
23H	B	40.26	41.58	42.89	43.70	46.01	48.38	50.66	52.99	55.28	58.79	61.14
24	B	6956	7186	7412	7557	7958	8377	8778	9185	9598	10201	10607
24	Q	7269	7505	7743	7899	8320	8753	9176	9595	10029	10660	11086
26	B	7901	8159	8418	8596	9067	9549	10030	10499	10970	11676	12143
26	Q	8282	8551	8820	9011	9498	10001	10506	10998	11489	12233	12721

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Section 310.APPENDIX A Negotiated Rates of Pay**Section 310.TABLE O RC-028 (Paraprofessional Human Services Employees, AFSCME)**

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Grade</u>
Administrative Assistant I	00501	RC-028	17
Administrative Assistant II	00502	RC-028	19
Apparel/Dry Goods Specialist III	01233	RC-028	12.5
Assistant Reimbursement Officer	02424	RC-028	08
Capital Development Board Media Technician	06525	RC-028	14
Child Development Aide	07184	RC-028	10
Clinical Laboratory Associate	08200	RC-028	08
Clinical Laboratory Technician I	08215	RC-028	10
Clinical Laboratory Technician II	08216	RC-028	12
Compliance Officer	08919	RC-028	14
Contract Specialist I	09566	RC-028	11
Contract Specialist II	09567	RC-028	13
Contract Specialist III	09568	RC-028	17
Crime Scene Investigator	09980	RC-028	21
Data Processing Administrative Specialist	11415	RC-028	14
Data Processing Specialist	11430	RC-028	12
Data Processing Technician	11440	RC-028	09
Data Processing Technician Trainee	11443	RC-028	06
Dental Assistant	11650	RC-028	10
Dental Hygienist	11700	RC-028	14
Electroencephalograph Technician	13300	RC-028	08
Environmental Equipment Operator I	13761	RC-028	12
Environmental Equipment Operator II	13762	RC-028	14
Environmental Protection Technician I	13831	RC-028	08
Environmental Protection Technician II	13832	RC-028	10
Guard Supervisor	17685	RC-028	14
Health Information Associate	18045	RC-028	10
Health Information Technician	18047	RC-028	12
Hearing & Speech Technician II	18262	RC-028	09
Housekeeper	19600	RC-028	03.5
Inhalation Therapist	21259	RC-028	08
Inhalation Therapy Supervisor	21260	RC-028	11
Intermittent Unemployment Insurance Technician (Hourly)	21690	RC-028	06H

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Laboratory Assistant	22995	RC-028	04
Laboratory Associate I	22997	RC-028	10
Laboratory Associate II	22998	RC-028	12
Legal Research Assistant	23350	RC-028	13
Licensed Practical Nurse I	23551	RC-028	10.5
Licensed Practical Nurse II	23552	RC-028	11.5
Lock and Dam Tender	24290	RC-028	10
Lottery Commodities Distributor II	24402	RC-028	12
Lottery Drawing Senior Specialist	24413	RC-028	14
Lottery Drawing Specialist	24410	RC-028	12
Natural Resources Technician I	28851	RC-028	10
Natural Resources Technician II	28852	RC-028	13
Office Administrative Specialist	29990	RC-028	12
Office Administrator IV	29994	RC-028	14
Office Administrator V	29995	RC-028	15
Office Specialist	30080	RC-028	11
Pharmacy Lead Technician	32009	RC-028	09
Pharmacy Technician	32011	RC-028	07
Public Aid Eligibility Assistant	35825	RC-028	08
Radiologic Technologist	37500	RC-028	11
Radiologic Technologist Program Coordinator	37507	RC-028	12
Ranger	37725	RC-028	13
Rehabilitation Counselor Aide I	38155	RC-028	09
Rehabilitation Counselor Aide II	38156	RC-028	11
Senior Ranger	40090	RC-028	14
Site Interpreter	41090	RC-028	10
Site Technician I	41131	RC-028	10
Site Technician II	41132	RC-028	12
Social Service Community Planner	41295	RC-028	11
State Police Crime Information Evaluator	41801	RC-028	11
State Police Evidence Technician I	41901	RC-028	12
State Police Evidence Technician II	41902	RC-028	13
Statistical Research Technician	42748	RC-028	11
Veterans Service Officer	47800	RC-028	14
Vocational Instructor	48200	RC-028	12
Waterways Construction Supervisor I	49061	RC-028	16
Waterways Construction Supervisor II (Department of Natural Resources)	49062	RC-028	18

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

NOTES: ~~Maximum Security Pay—Effective January 1, 2018, for all employees who are currently receiving maximum security pay, and are not working at a maximum security facility, the maximum security pay shall be removed.~~

Stipend – Effective June 30, 2019, and paid upon ratification of the 2019 collective bargaining agreement ~~Agreement signed August 21, 2019, provided that ratification occurs prior to August 15, 2019,~~ all bargaining unit employees shall receive a one-time stipend of \$2,500 prorated by 25% for each year the employee was employed from July 1, 2015 through June 30, 2019.

Sub-Steps – Step 1a, 1b, and 1c shall be implemented for all employees hired on or after May 20, 2013, with a 3% step differential. Effective July 1, 2019, Step 1a, 1b, and 1c shall be increased by \$25 per month, with subsequent \$25 per month increases effective. ~~Effective July 1, 2020 and, Step 1a, 1b, and 1c shall be increased by an additional \$25 per month. Effective July 1, 2021, Step 1a, 1b, and 1c shall be increased by an additional \$25 per month. The rates are set out in the rate tables below.~~

General Increases – The pay ~~Effective January 1, 2020, the pay~~ rates for all bargaining unit classifications and steps shall be increased by the specified percentage amounts effective on the following dates: January 1, 2020, 1.50%; ~~which rates are set out in a rate table below. Effective July 1, 2020, the pay rates for all bargaining unit classifications and steps shall be increased by 2.10%; which rates are set out in a rate table below. Effective July 1, 2021, the pay rates for all bargaining unit classifications and steps shall be increased by 3.95%; and which rates are set out in rate table below. Effective July 1, 2022, the pay rates for all bargaining unit classifications and steps shall be increased by 3.95%, which rates are set out in a rate table below. Pay rates for each step and their effective dates are listed in the rate tables in this Section.~~

Shift Differential Pay—~~Employees shall be paid a shift differential of \$0.80 per hour in addition to their base salary rate for all hours worked if their normal work schedule for that day provides that they are scheduled to work and they work ½ or more of the work hours before 7 a.m. or after 3 p.m. The payment shall be for all paid time. Incumbents who currently receive a percentage shift differential providing more than the cents per hour indicated in this Note based on the base rate of pay prior to the effective date shall have that percentage converted to the cents per hour equivalent rounded to the nearest cent and shall continue to receive the higher cents per hour rate. This provision shall not apply to employees who,~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~because of "flex time" scheduling made at their request, are scheduled and work hours that would otherwise qualify them for premium pay under this provision.~~

Longevity Pay – Effective January 1, 2002, the Step 8 rate shall be increased by \$25 per month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 7 in the same or higher pay grade on or before January 1, 2002. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 7 in the same or higher pay grade on or before January 1, 2002, the Step 8 rate shall be increased by \$50 per month. For employees not eligible for longevity pay on or before January 1, 2002, the Step 8 rate shall be increased by \$25 per month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade, the Step 8 rate shall be increased by \$50 per month. Effective July 1, 2010, the Step 8 rate shall be increased by \$50 per month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2010. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2010, the Step 8 rate shall be increased by \$75 per month. Effective July 1, 2013, the Step 8 rate shall be increased by \$25 per month to \$75 a month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2013. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2013, the Step 8 rate shall be increased by \$25 per month to \$100 a month. Employees whose salaries are red-circled above the maximum Step rate continue to receive all applicable general increases and any other adjustments (except the longevity pay) provided for in ~~an applicable collective bargaining agreement~~the Agreement. For these employees, the longevity pay shall be limited to the amount that would increase the employee's salary to the amount that is equal to that of an employee on the maximum Step rate with the same number of years of continuous and creditable service. Employees receiving the longevity pay shall continue to receive the longevity pay as long as they remain in the same or successor classification as a result of a reclassification or reevaluation. Employees who are eligible for the increase provided for longevity pay on or before January 1, 2002, shall continue to

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

receive longevity pay after being placed on Step 8 while they remain in the same or lower pay grade.

Effective July 1, 2019
Bargaining Unit: RC-028

Pay Grade	Pay Plan Code	STEPS										
		1e	1b	1a	1	2	3	4	5	6	7	8
03.5	B	2661	2746	2834	2896	2967	3042	3118	3190	3271	3409	3543
03.5	Q	2763	2852	2942	3008	3082	3165	3241	3314	3398	3542	3685
03.5	S	2829	2921	3013	3080	3162	3240	3317	3388	3473	3620	3765
04	B	2661	2746	2834	2896	2972	3053	3120	3207	3279	3418	3557
04	Q	2763	2852	2942	3008	3087	3169	3243	3334	3409	3554	3696
04	S	2829	2921	3013	3080	3165	3244	3321	3411	3483	3628	3775
06	B	2807	2899	2991	3058	3135	3220	3310	3394	3489	3636	3781
06	Q	2914	3007	3103	3173	3259	3349	3443	3532	3626	3781	3933
06	S	2979	3077	3174	3246	3335	3421	3520	3609	3704	3860	4016
06H	B	17.27	17.84	18.41	18.82	19.29	19.82	20.37	20.89	21.47	22.38	23.27
06H	Q	17.93	18.50	19.10	19.53	20.06	20.61	21.19	21.74	22.31	23.27	24.2
06H	S	18.33	18.94	19.53	19.98	20.52	21.05	21.66	22.21	22.79	23.75	24.71
07	B	2879	2973	3067	3135	3225	3320	3413	3504	3604	3767	3917
07	Q	2990	3088	3186	3259	3352	3452	3547	3645	3747	3922	4079
07	S	3060	3160	3260	3335	3428	3525	3623	3723	3821	4000	4159
08	B	2960	3056	3153	3225	3327	3424	3532	3628	3731	3908	4065
08	Q	3076	3177	3277	3352	3462	3560	3676	3774	3888	4070	4234
08	S	3144	3247	3350	3428	3533	3636	3753	3855	3965	4148	4314
09	B	3052	3152	3252	3327	3430	3539	3649	3766	3877	4061	4223

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

09	Q	3176	3279	3383	3462	3568	3683	3796	3920	4037	4230	4401
09	S	3240	3346	3452	3533	3641	3759	3874	3999	4116	4311	4484
09.5	B	3127	3229	3332	3409	3514	3630	3745	3871	3984	4178	4344
09.5	Q	3249	3355	3461	3542	3654	3777	3900	4034	4148	4355	4530
09.5	S	3319	3427	3537	3620	3729	3857	3976	4113	4229	4439	4617
10	B	3149	3252	3355	3433	3559	3664	3785	3905	4025	4231	4402
10	Q	3275	3383	3490	3572	3702	3814	3944	4067	4195	4418	4594
10	S	3343	3452	3561	3645	3776	3891	4020	4144	4280	4500	4679
10.5	B	3251	3358	3464	3546	3676	3796	3929	4057	4189	4441	4621
10.5	Q	3382	3492	3603	3688	3827	3957	4091	4228	4369	4640	4825
10.5	S	3451	3564	3677	3765	3905	4033	4170	4308	4451	4722	4910
11	B	3265	3372	3478	3560	3681	3800	3938	4067	4194	4416	4592
11	Q	3396	3506	3617	3704	3836	3961	4102	4240	4373	4610	4793
11	S	3461	3575	3688	3777	3910	4036	4181	4319	4456	4692	4879
11.5	B	3344	3453	3562	3647	3772	3890	4023	4159	4302	4537	4720
11.5	Q	3478	3592	3706	3794	3929	4053	4191	4336	4491	4736	4927
11.5	S	3545	3661	3777	3868	4005	4131	4275	4422	4579	4828	5021
12	B	3396	3506	3617	3704	3840	3965	4114	4248	4405	4641	4826
12	Q	3533	3650	3765	3856	3998	4130	4289	4435	4595	4846	5041
12	S	3602	3719	3838	3931	4074	4208	4371	4520	4681	4933	5132
12.5	B	3475	3589	3703	3791	3932	4068	4224	4368	4511	4758	4948
12.5	Q	3618	3737	3856	3949	4096	4242	4405	4561	4709	4975	5169
12.5	S	3688	3809	3930	4025	4176	4321	4491	4646	4793	5060	5261
13	B	3523	3637	3753	3843	3984	4136	4290	4446	4614	4871	5063
13	Q	3667	3787	3908	4002	4148	4312	4481	4645	4816	5090	5294
13	S	3736	3859	3981	4078	4229	4396	4567	4727	4902	5178	5385

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

14	B	3672	3792	3912	4008	4159	4321	4511	4675	4852	5137	5342
14	Q	3828	3953	4078	4178	4336	4515	4709	4886	5073	5367	5580
14	S	3897	4025	4152	4255	4422	4594	4793	4973	5159	5453	5668
15	B	3817	3942	4067	4167	4351	4530	4706	4898	5082	5388	5601
15	Q	3982	4112	4243	4348	4538	4727	4918	5121	5310	5626	5854
15	S	4054	4188	4320	4428	4623	4810	5004	5208	5396	5715	5943
16	B	3994	4124	4255	4362	4556	4758	4954	5162	5368	5685	5913
16	Q	4166	4303	4440	4550	4758	4975	5182	5395	5610	5944	6184
16	S	4246	4386	4523	4638	4843	5060	5269	5480	5699	6027	6267
17	B	4184	4320	4457	4570	4780	4999	5212	5423	5643	5979	6218
17	Q	4363	4506	4650	4767	4996	5226	5444	5665	5898	6248	6500
17	S	4442	4587	4733	4853	5085	5314	5534	5753	5982	6339	6591
18	B	4402	4547	4690	4809	5041	5274	5516	5740	5971	6326	6581
18	Q	4596	4747	4898	5024	5271	5515	5766	6001	6240	6615	6878
18	S	4671	4825	4978	5106	5355	5601	5853	6088	6330	6697	6967
19	B	4637	4789	4941	5067	5325	5577	5834	6083	6336	6722	6990
19	Q	4846	5005	5163	5297	5568	5825	6103	6357	6624	7023	7304
19	S	4926	5087	5249	5387	5656	5915	6189	6445	6711	7109	7393
21	B	5171	5340	5510	5655	5946	6233	6523	6820	7105	7548	7849
21	Q	5402	5580	5757	5910	6214	6513	6817	7129	7428	7889	8204
21	S	5482	5662	5842	5997	6299	6597	6906	7215	7511	7975	8293

Effective January 1, 2020
Bargaining Unit: RC-028

Pay Grade	Pay Plan Code	STEPS										
		1e	1b	1a	1	2	3	4	5	6	7	8

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

03.5	B	2701	2787	2877	2939	3012	3088	3165	3238	3320	3460	3596
03.5	Q	2804	2895	2986	3053	3128	3212	3290	3364	3449	3595	3740
03.5	S	2871	2965	3058	3126	3209	3289	3367	3439	3525	3674	3821
04	B	2701	2787	2877	2939	3017	3099	3167	3255	3328	3469	3610
04	Q	2804	2895	2986	3053	3133	3217	3292	3384	3460	3607	3751
04	S	2871	2965	3058	3126	3212	3293	3371	3462	3535	3682	3832
06	B	2849	2942	3036	3104	3182	3268	3360	3445	3541	3691	3838
06	Q	2958	3052	3150	3221	3308	3399	3495	3585	3680	3838	3992
06	S	3024	3123	3222	3295	3385	3472	3573	3663	3760	3918	4076
06H	B	17.53	18.10	18.68	19.10	19.58	20.11	20.68	21.20	21.79	22.71	23.62
06H	Q	18.20	18.78	19.38	19.82	20.36	20.92	21.51	22.06	22.65	23.62	24.57
06H	S	18.61	19.22	19.83	20.28	20.83	21.37	21.99	22.54	23.14	24.11	25.08
07	B	2922	3018	3113	3182	3273	3370	3464	3557	3658	3824	3976
07	Q	3035	3134	3234	3308	3402	3504	3600	3700	3803	3981	4140
07	S	3106	3207	3309	3385	3479	3578	3677	3779	3878	4060	4221
08	B	3004	3102	3200	3273	3377	3475	3585	3682	3787	3967	4126
08	Q	3122	3225	3326	3402	3514	3613	3731	3831	3946	4131	4298
08	S	3191	3296	3400	3479	3586	3691	3809	3913	4024	4210	4379
09	B	3098	3199	3301	3377	3481	3592	3704	3822	3935	4122	4286
09	Q	3224	3328	3434	3514	3622	3738	3853	3979	4098	4293	4467
09	S	3289	3396	3504	3586	3696	3815	3932	4059	4178	4376	4551
09.5	B	3174	3277	3382	3460	3567	3684	3801	3929	4044	4241	4409
09.5	Q	3298	3405	3513	3595	3709	3834	3959	4095	4210	4420	4598
09.5	S	3369	3478	3590	3674	3785	3915	4036	4175	4292	4506	4686
10	B	3196	3301	3405	3484	3612	3719	3842	3964	4085	4294	4468
10	Q	3324	3434	3542	3626	3758	3871	4003	4128	4258	4484	4663
10	S	3393	3504	3614	3700	3833	3949	4080	4206	4344	4568	4749

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

10.5	B	3300	3408	3516	3599	3731	3853	3988	4118	4252	4508	4690
10.5	Q	3433	3544	3657	3743	3884	4016	4152	4291	4435	4710	4897
10.5	S	3503	3617	3732	3821	3964	4093	4233	4373	4518	4793	4984
11	B	3314	3423	3530	3613	3736	3857	3997	4128	4257	4482	4661
11	Q	3447	3559	3671	3760	3894	4020	4164	4304	4439	4679	4865
11	S	3513	3629	3743	3834	3969	4097	4244	4384	4523	4762	4952
11.5	B	3394	3505	3615	3702	3829	3948	4083	4221	4367	4605	4791
11.5	Q	3530	3646	3762	3851	3988	4114	4254	4401	4558	4807	5001
11.5	S	3598	3716	3834	3926	4065	4193	4339	4488	4648	4900	5096
12	B	3447	3559	3671	3760	3898	4024	4176	4312	4471	4711	4898
12	Q	3586	3705	3821	3914	4058	4192	4353	4502	4664	4919	5117
12	S	3656	3775	3896	3990	4135	4271	4437	4588	4751	5007	5209
12.5	B	3527	3643	3759	3848	3991	4129	4287	4434	4579	4829	5022
12.5	Q	3672	3793	3914	4008	4157	4306	4471	4629	4780	5050	5247
12.5	S	3743	3866	3989	4085	4239	4386	4558	4716	4865	5136	5340
13	B	3576	3692	3809	3901	4044	4198	4354	4513	4683	4944	5139
13	Q	3722	3844	3967	4062	4210	4377	4548	4715	4888	5166	5373
13	S	3792	3917	4041	4139	4292	4462	4636	4798	4976	5256	5466
14	B	3727	3849	3971	4068	4221	4386	4579	4745	4925	5214	5422
14	Q	3885	4012	4139	4241	4401	4583	4780	4959	5149	5448	5664
14	S	3955	4085	4214	4319	4488	4663	4865	5048	5236	5535	5753
15	B	3874	4001	4128	4230	4416	4598	4777	4971	5158	5469	5685
15	Q	4042	4174	4307	4413	4606	4798	4992	5198	5390	5710	5942
15	S	4115	4251	4385	4494	4692	4882	5079	5286	5477	5801	6032
16	B	4054	4186	4319	4427	4624	4829	5028	5239	5449	5770	6002
16	Q	4228	4368	4507	4618	4829	5050	5260	5476	5694	6033	6277

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

16	S	4310	4452	4591	4708	4916	5136	5348	5562	5784	6117	6361
17	B	4247	4385	4524	4639	4852	5074	5290	5504	5728	6069	6311
17	Q	4428	4574	4720	4839	5071	5304	5526	5750	5986	6342	6598
17	S	4509	4656	4804	4926	5161	5394	5617	5839	6072	6434	6690
18	B	4468	4615	4760	4881	5117	5353	5599	5826	6061	6421	6680
18	Q	4665	4818	4971	5099	5350	5598	5852	6091	6334	6714	6981
18	S	4741	4897	5053	5183	5435	5685	5941	6179	6425	6797	7072
19	B	4707	4861	5015	5143	5405	5661	5922	6174	6431	6823	7095
19	Q	4919	5080	5240	5376	5652	5912	6195	6452	6723	7128	7414
19	S	5000	5163	5328	5468	5741	6004	6282	6542	6812	7216	7504
21	B	5249	5420	5593	5740	6035	6326	6621	6922	7212	7661	7967
21	Q	5483	5664	5843	5999	6307	6611	6919	7236	7539	8007	8327
21	S	5564	5747	5930	6087	6393	6696	7010	7323	7624	8095	8417

Effective July 1, 2020
Bargaining Unit: RC-028

Pay Grade	Pay Plan Code	STEPS										
		1c	1b	1a	1	2	3	4	5	6	7	8
03.5	B	2783	2871	2962	3001	3075	3153	3231	3306	3390	3533	3672
03.5	Q	2888	2981	3074	3117	3194	3279	3359	3435	3521	3670	3819
03.5	S	2956	3052	3147	3192	3276	3358	3438	3511	3599	3751	3901
04	B	2783	2871	2962	3001	3080	3164	3234	3323	3398	3542	3686
04	Q	2888	2981	3074	3117	3199	3285	3361	3455	3533	3683	3830
04	S	2956	3052	3147	3192	3279	3362	3442	3535	3609	3759	3912
06	B	2934	3029	3125	3169	3249	3337	3431	3517	3615	3769	3919
06	Q	3045	3141	3241	3289	3377	3470	3568	3660	3757	3919	4076

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

06	S	3113	3214	3315	3364	3456	3545	3648	3740	3839	4000	4162
06H	B	18.06	18.64	19.23	19.50	19.99	20.54	21.11	21.64	22.25	23.19	24.12
06H	Q	18.74	19.33	19.94	20.24	20.78	21.35	21.96	22.52	23.12	24.12	25.08
06H	S	19.16	19.78	20.40	20.70	21.27	21.82	22.45	23.02	23.62	24.62	25.61
07	B	3008	3106	3203	3249	3342	3441	3537	3632	3735	3904	4059
07	Q	3124	3225	3327	3377	3473	3578	3676	3778	3883	4065	4227
07	S	3196	3299	3403	3456	3552	3653	3754	3858	3959	4145	4310
08	B	3092	3192	3292	3342	3448	3548	3660	3759	3867	4050	4213
08	Q	3213	3318	3421	3473	3588	3689	3809	3911	4029	4218	4388
08	S	3283	3390	3496	3552	3661	3769	3889	3995	4109	4298	4471
09	B	3188	3291	3395	3448	3554	3667	3782	3902	4018	4209	4376
09	Q	3317	3423	3531	3588	3698	3816	3934	4063	4184	4383	4561
09	S	3383	3492	3603	3661	3774	3895	4015	4144	4266	4468	4647
09.5	B	3266	3371	3478	3533	3642	3761	3881	4012	4129	4330	4502
09.5	Q	3392	3502	3612	3670	3787	3915	4042	4181	4298	4513	4695
09.5	S	3465	3576	3690	3751	3864	3997	4121	4263	4382	4601	4784
10	B	3288	3395	3502	3557	3688	3797	3923	4047	4171	4384	4562
10	Q	3419	3531	3641	3702	3837	3952	4087	4215	4347	4578	4761
10	S	3489	3603	3715	3778	3913	4032	4166	4294	4435	4664	4849
10.5	B	3394	3505	3615	3675	3809	3934	4072	4204	4341	4603	4788
10.5	Q	3530	3643	3759	3822	3966	4100	4239	4381	4528	4809	5000
10.5	S	3602	3718	3835	3901	4047	4179	4322	4465	4613	4894	5089
11	B	3409	3520	3629	3689	3814	3938	4081	4215	4346	4576	4759
11	Q	3544	3659	3773	3839	3976	4104	4251	4394	4532	4777	4967
11	S	3612	3730	3847	3915	4052	4183	4333	4476	4618	4862	5056
11.5	B	3490	3604	3716	3780	3909	4031	4169	4310	4459	4702	4892

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

11.5	Q	3629	3748	3866	3932	4072	4200	4343	4493	4654	4908	5106
11.5	S	3699	3819	3940	4008	4150	4281	4430	4582	4746	5003	5203
12	B	3544	3659	3773	3839	3980	4109	4264	4403	4565	4810	5001
12	Q	3686	3808	3926	3996	4143	4280	4444	4597	4762	5022	5224
12	S	3758	3879	4003	4074	4222	4361	4530	4684	4851	5112	5318
12.5	B	3626	3745	3863	3929	4075	4216	4377	4527	4675	4930	5127
12.5	Q	3774	3898	4021	4092	4244	4396	4565	4726	4880	5156	5357
12.5	S	3847	3972	4098	4171	4328	4478	4654	4815	4967	5244	5452
13	B	3676	3795	3914	3983	4129	4286	4445	4608	4781	5048	5247
13	Q	3825	3950	4075	4147	4298	4469	4644	4814	4991	5274	5486
13	S	3897	4024	4151	4226	4382	4556	4733	4899	5080	5366	5581
14	B	3830	3955	4079	4153	4310	4478	4675	4845	5028	5323	5536
14	Q	3992	4121	4251	4330	4493	4679	4880	5063	5257	5562	5783
14	S	4063	4196	4327	4410	4582	4761	4967	5154	5346	5651	5874
15	B	3980	4110	4240	4319	4509	4695	4877	5075	5266	5584	5804
15	Q	4152	4287	4422	4506	4703	4899	5097	5307	5503	5830	6067
15	S	4226	4365	4502	4588	4791	4985	5186	5397	5592	5923	6159
16	B	4164	4299	4435	4520	4721	4930	5134	5349	5563	5891	6128
16	Q	4342	4485	4627	4715	4930	5156	5370	5591	5814	6160	6409
16	S	4426	4570	4712	4807	5019	5244	5460	5679	5905	6245	6495
17	B	4361	4502	4644	4736	4954	5181	5401	5620	5848	6196	6444
17	Q	4546	4695	4844	4941	5177	5415	5642	5871	6112	6475	6737
17	S	4629	4779	4930	5029	5269	5507	5735	5962	6200	6569	6830
18	B	4587	4737	4885	4984	5224	5465	5717	5948	6188	6556	6820
18	Q	4788	4944	5100	5206	5462	5716	5975	6219	6467	6855	7128
18	S	4866	5025	5184	5292	5549	5804	6066	6309	6560	6940	7221

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

19	B	4831	4988	5145	5251	5519	5780	6046	6304	6566	6966	7244
19	Q	5047	5212	5375	5489	5771	6036	6325	6587	6864	7278	7570
19	S	5130	5296	5465	5583	5862	6130	6414	6679	6955	7368	7662
21	B	5384	5559	5735	5861	6162	6459	6760	7067	7363	7822	8134
21	Q	5623	5808	5991	6125	6439	6750	7064	7388	7697	8175	8502
21	S	5706	5893	6080	6215	6527	6837	7157	7477	7784	8265	8594

Effective July 1, 2021
Bargaining Unit: RC-028

Pay Grade	Pay Plan Code	S T E P S										
		1c	1b	1a	1	2	3	4	5	6	7	8
03.5	B	2918	3009	3104	3120	3196	3278	3359	3437	3524	3673	3817
03.5	Q	3027	3124	3220	3240	3320	3409	3492	3571	3660	3815	3970
03.5	S	3098	3198	3296	3318	3405	3491	3574	3650	3741	3899	4055
04	B	2918	3009	3104	3120	3202	3289	3362	3454	3532	3682	3832
04	Q	3027	3124	3220	3240	3325	3415	3494	3591	3673	3828	3981
04	S	3098	3198	3296	3318	3409	3495	3578	3675	3752	3907	4067
06	B	3075	3174	3273	3294	3377	3469	3567	3656	3758	3918	4074
06	Q	3190	3290	3394	3419	3510	3607	3709	3805	3905	4074	4237
06	S	3261	3366	3471	3497	3593	3685	3792	3888	3991	4158	4326
06H	B	18.92	19.53	20.14	20.27	20.78	21.35	21.95	22.50	23.13	24.11	25.07
06H	Q	19.63	20.25	20.89	21.04	21.60	22.20	22.82	23.42	24.03	25.07	26.07
06H	S	20.07	20.71	21.36	21.52	22.11	22.68	23.34	23.93	24.56	25.59	26.62
07	B	3152	3254	3355	3377	3474	3577	3677	3775	3883	4058	4219
07	Q	3272	3377	3483	3510	3610	3719	3821	3927	4036	4226	4394
07	S	3347	3454	3562	3593	3692	3797	3902	4010	4115	4309	4480

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

08	B	3239	3343	3447	3474	3584	3688	3805	3907	4020	4210	4379
08	Q	3365	3474	3581	3610	3730	3835	3959	4065	4188	4385	4561
08	S	3438	3549	3659	3692	3806	3918	4043	4153	4271	4468	4648
09	B	3339	3446	3554	3584	3694	3812	3931	4056	4177	4375	4549
09	Q	3473	3583	3695	3730	3844	3967	4089	4223	4349	4556	4741
09	S	3542	3655	3770	3806	3923	4049	4174	4308	4435	4644	4831
09.5	B	3420	3529	3640	3673	3786	3910	4034	4170	4292	4501	4680
09.5	Q	3551	3665	3780	3815	3937	4070	4202	4346	4468	4691	4880
09.5	S	3627	3742	3861	3899	4017	4155	4284	4431	4555	4783	4973
10	B	3443	3554	3665	3698	3834	3947	4078	4207	4336	4557	4742
10	Q	3579	3695	3810	3848	3989	4108	4248	4381	4519	4759	4949
10	S	3652	3770	3887	3927	4068	4191	4331	4464	4610	4848	5041
10.5	B	3553	3668	3783	3820	3959	4089	4233	4370	4512	4785	4977
10.5	Q	3694	3812	3932	3973	4123	4262	4406	4554	4707	4999	5198
10.5	S	3769	3890	4011	4055	4207	4344	4493	4641	4795	5087	5290
11	B	3569	3684	3797	3835	3965	4094	4242	4381	4518	4757	4947
11	Q	3709	3829	3947	3991	4133	4266	4419	4568	4711	4966	5163
11	S	3780	3902	4024	4070	4212	4348	4504	4653	4800	5054	5256
11.5	B	3653	3771	3888	3929	4063	4190	4334	4480	4635	4888	5085
11.5	Q	3797	3921	4044	4087	4233	4366	4515	4670	4838	5102	5308
11.5	S	3870	3995	4121	4166	4314	4450	4605	4763	4933	5201	5409
12	B	3709	3829	3947	3991	4137	4271	4432	4577	4745	5000	5199
12	Q	3857	3983	4106	4154	4307	4449	4620	4779	4950	5220	5430
12	S	3931	4057	4186	4235	4389	4533	4709	4869	5043	5314	5528
12.5	B	3794	3918	4041	4084	4236	4383	4550	4706	4860	5125	5330
12.5	Q	3948	4077	4205	4254	4412	4570	4745	4913	5073	5360	5569
12.5	S	4024	4154	4285	4336	4499	4655	4838	5005	5163	5451	5667

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

13	B	3846	3970	4094	4140	4292	4455	4621	4790	4970	5247	5454
13	Q	4001	4131	4261	4311	4468	4646	4827	5004	5188	5482	5703
13	S	4076	4208	4340	4393	4555	4736	4920	5093	5281	5578	5801
14	B	4006	4136	4265	4317	4480	4655	4860	5036	5227	5533	5755
14	Q	4175	4309	4444	4501	4670	4864	5073	5263	5465	5782	6011
14	S	4248	4387	4523	4584	4763	4949	5163	5358	5557	5874	6106
15	B	4162	4297	4432	4490	4687	4880	5070	5275	5474	5805	6033
15	Q	4341	4481	4622	4684	4889	5093	5298	5517	5720	6060	6307
15	S	4418	4562	4705	4769	4980	5182	5391	5610	5813	6157	6402
16	B	4353	4494	4635	4699	4907	5125	5337	5560	5783	6124	6370
16	Q	4539	4687	4835	4901	5125	5360	5582	5812	6044	6403	6662
16	S	4626	4776	4923	4997	5217	5451	5676	5903	6138	6492	6752
17	B	4558	4705	4852	4923	5150	5386	5614	5842	6079	6441	6699
17	Q	4751	4905	5060	5136	5381	5629	5865	6103	6353	6731	7003
17	S	4837	4993	5150	5228	5477	5725	5962	6197	6445	6828	7100
18	B	4793	4949	5103	5181	5430	5681	5943	6183	6432	6815	7089
18	Q	5002	5164	5326	5412	5678	5942	6211	6465	6722	7126	7410
18	S	5083	5248	5414	5501	5768	6033	6306	6558	6819	7214	7506
19	B	5047	5210	5373	5458	5737	6008	6285	6553	6825	7241	7530
19	Q	5271	5443	5612	5706	5999	6274	6575	6847	7135	7565	7869
19	S	5358	5530	5706	5804	6094	6372	6667	6943	7230	7659	7965
21	B	5622	5804	5987	6093	6405	6714	7027	7346	7654	8131	8455
21	Q	5870	6062	6253	6367	6693	7017	7343	7680	8001	8498	8838
21	S	5956	6151	6345	6460	6785	7107	7440	7772	8091	8591	8933

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Effective July 1, 2022
Bargaining Unit: RC-028

Pay Grade	Pay Plan Code	S T E P S										
		1c	1b	1a	1	2	3	4	5	6	7	8
03.5	B	3033	3128	3227	3243	3322	3407	3492	3573	3663	3818	3968
03.5	Q	3147	3247	3347	3368	3451	3544	3630	3712	3805	3966	4127
03.5	S	3220	3324	3426	3449	3539	3629	3715	3794	3889	4053	4215
04	B	3033	3128	3227	3243	3328	3419	3495	3590	3672	3827	3983
04	Q	3147	3247	3347	3368	3456	3550	3632	3733	3818	3979	4138
04	S	3220	3324	3426	3449	3544	3633	3719	3820	3900	4061	4228
06	B	3196	3299	3402	3424	3510	3606	3708	3800	3906	4073	4235
06	Q	3316	3420	3528	3554	3649	3749	3856	3955	4059	4235	4404
06	S	3390	3499	3608	3635	3735	3831	3942	4042	4149	4322	4497
06H	B	19.67	20.30	20.94	21.07	21.60	22.19	22.82	23.38	24.04	25.06	26.06
06H	Q	20.41	21.05	21.71	21.87	22.46	23.07	23.73	24.34	24.98	26.06	27.10
06H	S	20.86	21.53	22.20	22.37	22.98	23.58	24.26	24.87	25.53	26.60	27.67
07	B	3277	3383	3488	3510	3611	3718	3822	3924	4036	4218	4386
07	Q	3401	3510	3621	3649	3753	3866	3972	4082	4195	4393	4568
07	S	3479	3590	3703	3735	3838	3947	4056	4168	4278	4479	4657
08	B	3367	3475	3583	3611	3726	3834	3955	4061	4179	4376	4552
08	Q	3498	3611	3722	3753	3877	3986	4115	4226	4353	4558	4741
08	S	3574	3689	3804	3838	3956	4073	4203	4317	4440	4644	4832
09	B	3471	3582	3694	3726	3840	3963	4086	4216	4342	4548	4729
09	Q	3610	3725	3841	3877	3996	4124	4251	4390	4521	4736	4928
09	S	3682	3799	3919	3956	4078	4209	4339	4478	4610	4827	5022
09.5	B	3555	3668	3784	3818	3936	4064	4193	4335	4462	4679	4865

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

09.5	Q	3691	3810	3929	3966	4093	4231	4368	4518	4644	4876	5073
09.5	S	3770	3890	4014	4053	4176	4319	4453	4606	4735	4972	5169
10	B	3579	3694	3810	3844	3985	4103	4239	4373	4507	4737	4929
10	Q	3720	3841	3960	4000	4147	4270	4416	4554	4698	4947	5144
10	S	3796	3919	4041	4082	4229	4357	4502	4640	4792	5039	5240
10.5	B	3693	3813	3932	3971	4115	4251	4400	4543	4690	4974	5174
10.5	Q	3840	3963	4087	4130	4286	4430	4580	4734	4893	5196	5403
10.5	S	3918	4044	4169	4215	4373	4516	4670	4824	4984	5288	5499
11	B	3710	3830	3947	3986	4122	4256	4410	4554	4696	4945	5142
11	Q	3856	3980	4103	4149	4296	4435	4594	4748	4897	5162	5367
11	S	3929	4056	4183	4231	4378	4520	4682	4837	4990	5254	5464
11.5	B	3797	3920	4042	4084	4223	4356	4505	4657	4818	5081	5286
11.5	Q	3947	4076	4204	4248	4400	4538	4693	4854	5029	5304	5518
11.5	S	4023	4153	4284	4331	4484	4626	4787	4951	5128	5406	5623
12	B	3856	3980	4103	4149	4300	4440	4607	4758	4932	5198	5404
12	Q	4009	4140	4268	4318	4477	4625	4802	4968	5146	5426	5644
12	S	4086	4217	4351	4402	4562	4712	4895	5061	5242	5524	5746
12.5	B	3944	4073	4201	4245	4403	4556	4730	4892	5052	5327	5541
12.5	Q	4104	4238	4371	4422	4586	4751	4932	5107	5273	5572	5789
12.5	S	4183	4318	4454	4507	4677	4839	5029	5203	5367	5666	5891
13	B	3998	4127	4256	4304	4462	4631	4804	4979	5166	5454	5669
13	Q	4159	4294	4429	4481	4644	4830	5018	5202	5393	5699	5928
13	S	4237	4374	4511	4567	4735	4923	5114	5294	5490	5798	6030
14	B	4164	4299	4433	4488	4657	4839	5052	5235	5433	5752	5982
14	Q	4340	4479	4620	4679	4854	5056	5273	5471	5681	6010	6248
14	S	4416	4560	4702	4765	4951	5144	5367	5570	5777	6106	6347

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

15	B	4326	4467	4607	4667	4872	5073	5270	5483	5690	6034	6271
15	Q	4512	4658	4805	4869	5082	5294	5507	5735	5946	6299	6556
15	S	4593	4742	4891	4957	5177	5387	5604	5832	6043	6400	6655
16	B	4525	4672	4818	4885	5101	5327	5548	5780	6011	6366	6622
16	Q	4718	4872	5026	5095	5327	5572	5802	6042	6283	6656	6925
16	S	4809	4965	5117	5194	5423	5666	5900	6136	6380	6748	7019
17	B	4738	4891	5044	5117	5353	5599	5836	6073	6319	6695	6964
17	Q	4939	5099	5260	5339	5594	5851	6097	6344	6604	6997	7280
17	S	5028	5190	5353	5435	5693	5951	6197	6442	6700	7098	7380
18	B	4982	5144	5305	5386	5644	5905	6178	6427	6686	7084	7369
18	Q	5200	5368	5536	5626	5902	6177	6456	6720	6988	7407	7703
18	S	5284	5455	5628	5718	5996	6271	6555	6817	7088	7499	7802
19	B	5246	5416	5585	5674	5964	6245	6533	6812	7095	7527	7827
19	Q	5479	5658	5834	5931	6236	6522	6835	7117	7417	7864	8180
19	S	5570	5748	5931	6033	6335	6624	6930	7217	7516	7962	8280
21	B	5844	6033	6223	6334	6658	6979	7305	7636	7956	8452	8789
21	Q	6102	6301	6500	6618	6957	7294	7633	7983	8317	8834	9187
21	S	6191	6394	6596	6715	7053	7388	7734	8079	8411	8930	9286

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Section 310.APPENDIX A Negotiated Rates of Pay**Section 310.TABLE P RC-029 (Paraprofessional Investigatory and Law Enforcement Employees, Meat and Poultry Inspectors and Meat and Poultry Inspector Trainees, IFPE)**

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Grade</u>
Animal and Animal Products Investigator	01072	RC-029	14
Apiary Inspector	01215	RC-029	04
Apiary Inspector (hourly)	01215	RC-029	04H
Arson Investigator I (See Note)	01481	RC-029	16
Arson Investigator II (See Note)	01482	RC-029	18
Arson Investigator II (Lead Worker) (See Note)	01482	RC-029	19
Breath Alcohol Analysis Technician (See Note)	05170	RC-029	16
Commerce Commission Police Officer I (See Note)	08451	RC-029	16
Commerce Commission Police Officer II (See Note)	08452	RC-029	18
Commodities Inspector	08770	RC-029	10
Drug Compliance Investigator	12778	RC-029	25
Elevator Inspector	13495	RC-029	18.5
Environmental Protection Legal Investigator I (See Note)	13811	RC-029	12
Environmental Protection Legal Investigator II	13812	RC-029	14
Environmental Protection Legal Investigator Specialist	13815	RC-029	15
Explosives Inspector I	14051	RC-029	14
Explosives Inspector II	14052	RC-029	17
Fingerprint Technician (See Note)	15204	RC-029	12
Fingerprint Technician Supervisor	15208	RC-029	17
Fire Prevention Inspector I	15316	RC-029	15
Fire Prevention Inspector II (See Note)	15317	RC-029	18
Fire Prevention Inspector Trainee (See Note)	15320	RC-029	12
Guard I	17681	RC-029	05
Guard II	17682	RC-029	08
Guard III	17683	RC-029	11
Licensing Assistant	23568	RC-029	07
Licensing Investigator I (See Note)	23571	RC-029	12
Licensing Investigator II	23572	RC-029	15
Licensing Investigator III (See Note)	23573	RC-029	16
Licensing Investigator IV (See Note)	23574	RC-029	18

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Liquor Control Special Agent I	23751	RC-029	15
Meat and Poultry Inspector	26070	RC-029	13.5
Meat and Poultry Inspector Trainee	26075	RC-029	09
Motorist Assistance Specialist	28490	RC-029	07
Plant and Pesticide Specialist I (See Note)	32501	RC-029	16
Plant and Pesticide Specialist II (See Note)	32502	RC-029	18
Plumbing Inspector (See Note)	32915	RC-029	19
Police Officer I (See Note)	32981	RC-029	16
Police Officer II (See Note)	32982	RC-029	18
Police Officer III (See Note)	32983	RC-029	20
Polygraph Examiner I (See Note)	33001	RC-029	18
Polygraph Examiner II (See Note)	33002	RC-029	20
Polygraph Examiner III (See Note)	33003	RC-029	22
Products and Standards Inspector	34603	RC-029	14
Security Officer (See Note)	39870	RC-029	12
Security Officer Sergeant (See Note)	39877	RC-029	13
Seed Analyst I	39951	RC-029	11
Seed Analyst II (See Note)	39952	RC-029	12
Site Security Officer	41115	RC-029	08
Truck Weighing Inspector (See Note)	46100	RC-029	12
Vehicle Compliance Inspector (See Note)	47570	RC-029	16
Vehicle Emissions Compliance Inspector (See Note)	47580	RC-029	12
Vehicle Emissions Quality Assurance Auditor (See Note)	47584	RC-029	13
Vital Records Quality Control Inspector (See Note)	48000	RC-029	12
Warehouse Claims Specialist (See Note)	48780	RC-029	19
Warehouse Examiner	48881	RC-029	15
Warehouse Examiner Specialist	48882	RC-029	17
Well Inspector I	49421	RC-029	14
Well Inspector II	49422	RC-029	17

NOTES: ~~Employer—"Employer" refers to the Director of the Illinois Department of Central Management Services, agency heads or their representatives collectively or singly, as the context may require.~~

~~Pay Determinations for Successor, New or Changed Existing Classes—The Employer agrees to negotiate with IFPE as to the appropriate pay grade to be assigned to job classifications determined to be included in the RC 29 OCB bargaining unit. If no agreement is reached between the parties, IFPE shall be allowed to file a grievance~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~in accordance with Article X of this Master Agreement (RC-029, RC-045, and RC-056) signed September 26, 2019. The grievance shall be filed at Step 3 of the grievance procedure. The arbitrator shall determine the reasonableness of the proposed salary grade in relationship to: a) The job content and responsibilities attached thereto in comparison with the job content and responsibilities of other position classifications in the classification series and bargaining unit; b) Like positions with similar job content and responsibilities within the labor market generally. The pay grade originally assigned by the Employer shall remain in effect pending the arbitrator's decision. Should an arbitrator decide to increase the rate of pay for the position classification, such rate may be effective as of the date the Illinois State Labor Relations Board certifies the title for inclusion into the bargaining unit.~~

~~Impact of New Titles on Salaries— In the event that a title not currently in the RC-029, RC-045 or RC-056 bargaining unit is added to this unit, the parties agree to negotiate the salary of the position being added and to negotiate over the impact the salary of the new position has on the salary of any similar position in the bargaining unit. It is understood that disputes over the Employer's pay grade placement are not subject to the Grievance Procedure.~~

~~Step Placement— Effective July 1, 2013, the employees at the frozen agencies will be placed on the appropriate step of the wage scale that they would have been placed but for the freeze.~~

~~Step Increases – Employees who have not attained Step 8 shall receive a step increase to the next step upon satisfactory completion of ~~twelve (12)~~ months of creditable service.~~

~~General Increases – The payEffective January 1, 2020, the pay rates for all bargaining unit classifications and steps shall be increased by the specified percentage amounts effective on the following dates: January 1, 2020, 1.50%;~~1.5%.~~ Effective July 1, 2020, the pay rates for all bargaining unit classifications and steps shall be increased by 2.10%;~~;~~ Effective July 1, 2021, the pay rates for all bargaining unit classifications and steps shall be increased by 3.95%;~~;~~ and, Effective July 1, 2022, the pay rates for all bargaining unit classifications and steps shall be increased by 3.95%. Pay rates for each step and their effective dates are listed in the rate tables in this Section~~The rates are set out in below tables.~~~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~Sub-Step~~Sub-Step Increases – Step 1a, 1b, and 1c shall be implemented for all employees hired on or after July 1, 2013, with a 3% step differential. Effective July 1, 2019, Step 1a, 1b, and 1c shall be increased by \$25 per month, with subsequent \$25 per month increases effective. ~~Effective July 1, 2020 and, Step 1a, 1b, and 1c shall be increased by an additional \$25 per month. Effective July 1, 2021, Step 1a, 1b, and 1c shall be increased by an additional \$25 per month.~~

~~Payroll Errors~~—~~When errors are made which result in a significant reduction in an employee's pay, the Employer, when possible, will submit the required documentation to the Comptroller's Office within forty-eight (48) hours after the error is documented to and verified by payroll.~~

~~Date of Increase in Pay for Position Classification~~—~~The parties agree that pursuant to Article I, Recognition, Section 5, Pay, in the Master Agreement (RC 029, RC 045, and RC 056) signed September 26, 2019 should an arbitrator decide to increase the rate of pay for the position classification, such rate may be effective as of the date the Illinois State Labor Relations Board certifies the title for inclusion into the bargaining unit.~~

~~Severance Pay~~—~~Where a state facility closes permanently or a separately appropriated and funded program is permanently terminated, employees affected thereby with two (2) or more years seniority and on the agency's payroll at the time of such closure or termination, or who were previous laid off as a direct result of such closure or termination, not offered another bargaining unit position as defined below within sixty (60) days of such closure or termination and within fifty (50) miles of the employee's work location, shall be offered severance pay in the amount of one (1) month's compensation at their monthly rate of pay in effect at the time of such closure or termination. Provided, however, that an employee who elects to remain on the layoff list for a period in excess of six (6) months, or who obtains another bargaining unit position, or who refuses an appropriate position offered by the Employer within his/her position classification series, (or if his/her classification is the only one in its series, within comparable classification) shall forfeit any severance pay which is due under this Section. If an employee accepts severance pay he/she shall be considered terminated under Article VI, Section 3 in the Master Agreement (RC 029, RC 045, and RC 056) signed September 26, 2019.~~

~~Daylight Savings Time~~—~~Employees working during the shift when Daylight Savings Time changes to Standard Time will receive the appropriate rate of premium pay for the extra hour worked. However, when Standard Time changes to Daylight~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~Savings Time, employees will be allowed to use accumulated benefit time, excluding sick leave, to cover the one (1) hour reduction in work time.~~

~~Commercial Drivers License—If any employee is required to possess a CDL, the Employer shall reimburse the employee for the renewal costs of the CDL associated with its issuance and application fee.~~

~~Inconvenience Pay DHS only—In the event of a day off rotation schedule only, an employee who works more than five (5) days in any given seven (7) day period even though it overlaps work weeks, shall be paid inconvenience premium pay of 50¢ per hour above the regular rate of pay on each of those days worked over five (5) days within said seven-day period. There shall be no double payment or calculation of the same days within a given seven-day period.~~

~~Canine Handlers Pay—Effective July 1, 2009, Canine Handlers shall receive one (1) hour straight time compensation seven days a week for canine maintenance.~~

~~Attendance in Court—Any permanent employee called for jury duty or subpoenaed by any legislative, judicial or administrative tribunal, shall be allowed time away from work without loss of pay during his/her working hours for such purposes except in matters of non-work related personal litigation. Upon receiving the sum paid for jury service or witness fee, the employee shall submit the warrant, or its equivalent, to the agency to be returned to the fund in the State Treasury from which the original payroll warrant was drawn. Provided, however, an employee may elect to fulfill such call or subpoena on accrued time off and personal leave and retain the full amount received for such service. Jury duty service shall replace an employee's shift on regularly scheduled work days. Emergency or temporary employees shall be allowed time off without pay for such purpose and shall be allowed to retain the reimbursement received therefore.~~

~~Maternity/Paternity/Adoption Leave—All employees who provide proof of their pregnancy or that of their female partner at least 30 days prior to the expected due date will be eligible for four ten (10) weeks (50 work days) of paid maternity/paternity leave for each pregnancy resulting in birth or multiple births. Should both parents be employees they shall each be eligible for ten (10) weeks (50 work days) of paid maternity/paternity which may be taken consecutively or concurrently. No employee will be allowed to take less than full work week (5 consecutive days). Regardless of the number of pregnancies in a year, no employee shall receive more than the (10) weeks (50) work days of paid leave under this~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~Section per year. The State shall require proof of birth. In addition, non-married male employees may be required to provide proof of paternity such as a birth certificate or other appropriate documentation confirming paternity. Leaves under this section shall also be granted in cases of a full term still born child for a maximum of five (5) weeks. All bargaining unit members are eligible for ten (10) weeks (50 work days) of paid leave with a new adoption, with the leave to commence when physical custody of the child has been granted to the member, provided that the member can show that the formal adoption process is underway. In the event the child was in foster care immediately preceding the adoption process the leave will commence once a court order has been issued for permanent placement and the foster parent has been so notified of their right to adopt as long as the foster child has not resided in the home for more than three (3) years. The agency personnel office must be notified, and the member must submit proof that the adoption has been initiated. Should both parents be employees they each shall be eligible for ten (10) weeks (50 work days) of paid maternity/paternity which may be taken consecutively or concurrently. No employee will be allowed to take less than full work week (5 consecutive work days). Regardless of the number of adoptions in a year, no individual shall receive more than ten (10) weeks (50 work days) of paid leave under this Section per year. Maternity/Paternity leave is for the purpose of bonding with the new member of the household. Employees are not eligible for the above referenced leave in the event the adoption is for a step-child or relative with whom the employee has previously established residency for a period of one (1) year or more.~~

~~Bereavement Leave—Upon request, employees shall be granted paid leave of up to two (2) scheduled work days to attend the funeral or similar service, for related travel, and bereavement time, upon the death of a member of the employee's immediate family. Leave shall be limited one instance per calendar year. Documentation of the reason for the funeral/bereavement leave, attendance at the funeral or similar service, and relationship to the deceased may be required. Immediate family is defined pursuant to this Section as: father, mother, sister, brother, spouse, children, grandparent and grandchildren including relationships established by marriage. For purposes of application of Bereavement Leave, relationships existing due to marriage will terminate upon death or divorce of the relative through whom the marriage relationship exists. Current marital status will be defined in accordance with State law.~~

~~Vacation Payment—If because of operating needs the Employer cannot grant an employee's request for vacation time within the 24 month period after the~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~expiration of the calendar year such time was earned, such vacation time shall be liquidated in cash at straight time provided the employee has made at least three (3) separate requests, with at least 15 days between each request, for such time within the calendar year preceding liquidation. An employee who has been unable to work due to a service related injury or illness will be allowed to carry accumulated vacation into the next calendar year whenever the employee cannot liquidate vacation time within the 24 month period after the expiration of the calendar year when such time was earned. No salary payment shall be made in lieu of vacation earned but not taken except as provided in this Section 5 of Article XV and on termination of employment for eligible employees with at least six (6) months of continuous service in which case the effective date of termination shall not be extended by the number of days represented by said salary payment.~~

~~Statewide Meetings—Statewide meetings between the Employer and IFPE shall be conducted on a semi-annual basis. Up to ten (10) bargaining unit members or one person per DHS facility, whichever is greater may attend such statewide meetings without loss of pay for their normal work hours. Such attendance at the statewide meetings shall not be unreasonably denied but shall not interfere with agency operations. Proposed agendas shall be exchanged between the parties at least two (2) weeks prior to the date of the statewide meeting. Travel expenses associated with these meetings shall be the responsibility of the employee.~~

~~New Employee Orientation—The IFPE local representative shall be given notice of the date, time and location of the new employee orientation. The Employer shall grant up to thirty (30) minutes with pay for one IFPE representative to attend the orientation. The union orientation period shall be up to thirty (30) minutes and shall take place during the employees regular working hours with no loss of pay to the employees involved. The Union shall inform the Employer of the union representative who will conduct the union orientation.~~

~~Administrative Reassignment—The Employer may reassign an employee for up to ninety (90) days during the course of an investigation. At the time of reassignment the employee shall be provided with a statement that identifies the reason for the investigation. The reassignment shall be within the employee's permanently assigned work location. The employee shall be made whole for all approved travel expenses during the administrative reassignment.~~

~~Travel Required for Training—Overtime will be paid to all employees required to travel for training, orientation, or professional development when travel is in excess~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~of their normal commute and outside their normal work hours. Where current practice exists, employees who are paid overtime for travel during their normal commute time outside normal work time, the practice shall continue.~~

2015-2019 Stipend – All bargaining unit employees on active payroll on the date of effectuation of the 2019 collective bargaining agreement shall receive a one-~~(1)~~ time stipend of ~~\$2,500~~\$2500 prorated by 25% for each year the employee was employed from July 1, 2015 through June 30, 2019. ~~The stipend shall be paid as soon as practicable after the effectuation of the Agreement.~~

~~2015-2019 Backpay—The Employer will pay bargaining unit members for all backpay owed from the wage freeze from 2015 to 2019, including any pay from missed steps or longevity adjustments.~~

~~Rest Period—If evidence demonstrates that circumstances prevented an employee from receiving a rest period or resulted in a rest period being interrupted, and the Employer does not authorize an alternative time, the employee shall be entitled to compensatory time. Nothing should be construed to imply that an employee may shorten their work day or be entitled to overtime due to scheduling and/or non-scheduling of breaks or lunch period.~~

~~Meal Period Computing Overtime—Nothing should be construed to imply that an employee may shorten their work day or be entitled to overtime due to scheduling and/or non-scheduling of breaks or lunch period. Except for Meat and Poultry Inspector/Trainees, those employees who receive an unpaid meal period, and are required to work at their work assignments and are not relieved for such meal periods, shall have such time treated as hours worked for the purpose of computing overtime. Such meal periods as defined above shall be granted except in the case of an operational emergency. Unless the specific job assignment requires it, an employee shall not be required to eat with clients and/or patients. For Meat and Poultry Inspector and Meat and Poultry Inspector Trainee, the Employer shall require all plants to designate a time frame in which a meal period may be taken. An employee shall take their meal period within this designated time frame. An employee required to work more than twelve (12) hours in any one workday shall be entitled to an additional thirty (30) minute non-paid meal period.~~

~~Travel Time—Except for Meat and Poultry Inspector and Meat and Poultry Inspector Trainee, travel time, as required by the Employer, is considered work time if the travel is between work sites during the regular workday. Time spent in traveling~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~from an employee's residence to and/or from a work site is not considered work time except in those instances where the employee is required by the Employer to travel in excess of twenty (20) miles one way, as measured from the employee's official headquarters in which case the miles in excess of twenty (20) will be considered work time. In those situations where an employee's official headquarters is his/her residence, regardless of agency practices in existence at the time of the signing (September 26, 2019) of the Master Agreement (RC 029, RC 045, and RC 056), the time spent in travel which will be considered work time will be subject to local level negotiations. For Meat and Poultry Inspector and Meat and Poultry Inspector Trainee, the first and last twenty five (25) miles traveled to and from work will be on employee's own time. All miles in excess will be considered work time. It is understood by the parties that for the purposes of computing travel time in Region 1 and Region 6 only, twenty five (25) miles is equal to twenty five (25) minutes. Employees may choose to move their residence within their official work county or portion of such county without loss of travel reimbursement. Those who choose to move their residence outside their official work county or portion of such county shall only be reimbursed for their travel between their various work sites. Employees required by the Employer to use their personal cars shall receive mileage reimbursement between their headquarters and the work sites unless special mileage arrangement apply under Article XIX, Section 4G, of the Master Agreement (RC 029, RC 045, and RC 056) signed September 26, 2019.~~

~~Overtime—An employee who is charged with a UA (unexcused—unauthorized absence), XA (unexcused—unreported absence), takes a day off without pay for which he/she is not eligible for under Article XII, Leaves of Absence or Article XIII, Sick Leave, in the Master Agreement (RC 029, RC 045, and RC 056) signed September 26, 2019, or is suspended without pay on a normal workday and works his/her day off during the same week shall not have such hours considered for determined overtime computation, except during snow and ice season. No overtime credit shall be earned unless authorized and/or directed by the Employer. For the purpose of overtime compensation only, holidays shall count as time worked, unless, such holidays shall falls on the employee's regularly scheduled day off. The overtime payments provided for in Article IX in the Master Agreement (RC 029, RC 045, and RC 056) signed September 26, 2019 shall not be duplicated for the same hours worked and to the extent that hours are compensated for at overtime rates under one provision, they shall not be counted as hours worked in determining overtime under the same or any other provision. Nothing herein shall be construed to require or permit the pyramiding of overtime or premium rates, if any. Employees who are authorized and do work in excess of their normal work week, or~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~the normal work day on any one scheduled period as defined in Article VII, Section 2 in the Master Agreement (RC 029, RC 045, and RC 056) signed September 26, 2019, shall be paid at the rate of one and one half time the employee's straight time hourly rate for all hours worked outside of their normal work hours. Overtime in less than fifteen (15) minute increments shall not accrue. Meat and Poultry Inspector or Meat and Poultry Inspector Trainees shall accrue overtime in fifteen (15) minute increments after an initial thirty (30) minute has been worked. Overtime shall be paid in cash unless an employee requests compensatory time off, at the rate it was earned either straight time or at the applicable overtime rate. Such request shall be considered and granted or denied at the discretion of the Employer. The employee shall make his/her choice known to the Employer no later than the end of the work week in which the overtime was earned. If such compensatory time request is granted, it shall be taken within the Fiscal Year it was earned at a time convenient to the employee and consistent with the operating needs of the Agency. However, accrued compensatory time not scheduled or taken by the end of the fiscal year shall be liquidated and paid in cash at the rate in effect at the time of the liquidation. For Meat and Poultry Inspector or Meat and Poultry Inspector Trainees only, if such compensatory time earned is more than 60 hours during the fiscal year, the Employer may schedule time off for employee. For Meat and Poultry Inspector or Meat and Poultry Inspector Trainees only, the Employer at its discretion has the right to provide an employee with compensatory time off in lieu of cash at the appropriate rate for time used in traveling to and attending training programs outside normal working hours pursuant to the Rules of the Departments of Agriculture and Central Management Services. An employee temporarily assigned is eligible to work overtime during the workday at the plant(s) to which he/she is temporarily assigned, however, the employee is only eligible to work overtime on non-scheduled weekends or State holidays at plants listed on his/her permanent work assignment.~~

~~Holiday Pay except for Meat and Poultry Inspector or Meat and Poultry Inspector Trainees—A. An employee who is required to work on either an approved State holiday or the observed holiday may, at the employee's discretion, choose double time cash in lieu of having compensatory time off at a future date, except an employee who works Fourth of July, Thanksgiving Day or Christmas Day may choose to receive double time and one half cash payment in lieu of time off. For the purposes of overtime computation, holidays shall count as time worked, unless such holiday falls on the employee's regularly scheduled day off. Accumulated holidays must be used within twelve (12) months from the date earned. An employee working two shifts on a holiday, approved or actual, shall receive holiday~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~compensation for both shifts. Notwithstanding the above, supervisors may grant employee requests to use holiday time in smaller increments of one half (1/2) hour. B. Should any agency currently holidays, beyond twelve (12) holidays shall be liquidated in allow the accumulation of months, those accumulated cash when the employee leaves state service. Payment is subject to any applicable taxes and payroll deductions. The language in Section B, is intended to address the liquidation of holidays that have accumulated beyond the twelve (12) month period and is not intended to allow for the continuation of such accrual after July 1, 1997.~~

~~Holiday Pay for Meat and Poultry Inspector or Meat and Poultry Inspector Trainees— An employee who is required to work on an approved State holiday may, at the employee's discretion, choose double time cash in lieu of having compensatory time off at a future date. An employee who works on Thanksgiving Day, the day after Thanksgiving or Christmas Day is compensated at the rate of one time and one half cash payment in addition to Holiday pay. For the purposes of overtime computation, holidays shall count as time worked, unless such holiday falls on the employee's regularly scheduled day off. Holiday time may be taken in one (1) hour increments. Employees who are called to work on any Federal holiday shall be guaranteed four hours pay at the applicable rate of pay. When a holiday falls on an employee's regularly scheduled workday during the employee's vacation period, an extra day shall be added to the employee's vacation. To be eligible for holiday pay, the employee shall work the employee's last scheduled workday before the holiday and first scheduled workday after the holiday, unless absence on either or both of these workdays is for good cause and approved by the operating agency.~~

~~Call Back Pay— An employee called back to work by the Employer outside of his/her regularly scheduled shift or on his/her scheduled days off shall be compensated at the appropriate straight time or overtime rate for a minimum of two (2) hours of work. Payment shall be made pursuant to Section 1B of Article IX in the Master Agreement (RC-029, RC-045, and RC-056) signed September 26, 2019. For Meat and Poultry Inspectors or Meat and Poultry Inspector Trainees only, no employee will be required to deduct additional travel time if they are required to work after they have completed their assigned work shift and left the place of employment.~~

~~Stand by Pay— An employee who is directed by the Employer to be available for work within one hour shall be entitled to stand by pay and shall receive two hours straight time pay for any period of stand-by of twelve hours or less, whether required to work or not.~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~Compensatory Time Off for Meat and Poultry Inspector or Meat and Poultry Inspector Trainees Only—The Employer at its discretion has the right to provide an employee with compensatory time off in lieu of cash at the appropriate rate for time used in traveling to and attending training programs outside normal working hours pursuant to the Rules of the Departments of Agriculture and Central Management Services.~~

~~Grievance Time Off—The grievant and/or an IFPE steward shall be permitted reasonable time without loss of pay during their normal working hours to process a grievance. No employee or IFPE steward shall leave his/her work to process a grievance without first notifying and receiving authorization from his/her supervisor, which authorization shall not unreasonably be withheld. Such leave shall not interfere with the operating needs of the agency. The Employer shall not be responsible for any travel or subsistence expenses incurred by grievants or IFPE steward in the processing of grievances. Witnesses who have been subpoenaed and who are State employees and whose testimony is pertinent to the grievance presentation will be permitted reasonable time off without loss of pay to attend grievance or arbitration hearings.~~

~~Temporary Assignment Pay—The Employer may temporarily assign an employee to perform the duties of another position classification. To be eligible for temporary assignment pay, the employee must be qualified and be assigned in writing by the Employer to perform the duties and responsibilities which distinguish the higher position classification. An employee temporarily assigned to the duties of a position classification in an equal or lower pay grade than his/her permanent position classification shall be paid his/her permanent position classification rate. If the employee is temporarily assigned to a position classification having a higher pay grade than his/her permanent position classification, the employee shall be paid as if he/she had received a promotion into such higher pay grade. If the employee who has been temporarily assigned is selected for the posted vacancy, the employee shall have his/her creditable service date adjusted to reflect the first date on which he/she was temporarily assigned without interruption. The Employer agrees to pay the employee the higher rate as set forth above for the full time of such assignment. For the purpose of calculation, any temporary assignment shall be rounded up to the nearest hour. No employee shall be required to work in a temporary position in excess of six (6) months in a twelve (12) month period. When the Employer makes a temporary assignment, it will give notice to the employee of the anticipated length of the assignment and extensions thereof. An employee's refusal to take a temporary assignment to a higher level position outside the bargaining unit which assignment is anticipated to last more than two (2) months will not subject the~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~employee to discipline. Employees shall not receive temporary assignment pay for paid days off except if the employee is given such temporary assignment for thirty (30) continuous days and such days fall within such period of time and the employee works 75% of the time of the temporary assignment. For Meat and Poultry Inspector or Meat and Poultry Inspector Trainees only, upon an employee's return to his/her position, he/she shall be given the same permanent assignment held prior to the temporary assignment, unless otherwise agreed to by the parties.~~

~~Clothing and Equipment—The Employer shall provide any special and/or protective clothing and/or equipment (excluding vehicles), or the equivalent by reimbursement, which is required by the Employer and/or is determined by the Employer as being necessary for such employees to perform their work. The Employer shall pay or provide for the maintenance of all clothing and equipment determined by the Employer as being necessary. Any employee that works under a job title which requires uniforms shall discuss clothing and equipment at supplemental negotiations. If an employee needs additional equipment to perform the duties of his or her position, not listed in Section 1, then a written request shall be submitted to the Circuit Supervisor. Such requests shall not be unreasonably denied. If the request is approved, channels, purchased the item will be purchased through the normal purchasing or if approved by the Circuit Supervisor the item may be locally and the voucher submitted to the Employer for payment. Such equipment issued remains the property of the Employer and shall not be used by an employee at any time other than while said employee is on duty. An employee shall be responsible for full and careful maintenance of this equipment. If an item is damaged or lost, an employee may purchase a new item or be issued a new item if he can show proof of damage and/or loss and if the replacement is approved by the Bureau Chief. At the time of termination of employment all equipment, regardless of condition, shall be returned to the Employer by the employee. The frequency of replacement of the various items will be determined by the Department of Agriculture. The Employer will provide each employee subject to this Agreement the following articles of clothing: 2 frocks, 1 apron (kill floor use), and 1 pair of OSHA approved boots (kill floor use). Employees may locally purchase rubberized boots, steel toe or insulated, and submit the voucher to the Employer for payment. Each fiscal year employees will be allotted an allowance equal to the price of the standard issue boot in the approved vendor catalog to replace their damaged or worn boots. Any deviation from this policy will require approval from the Division Manager. Maintenance and laundry of clothing furnished will be provided by the employee in such a fashion to present a neat and clean appearance. Replacement of worn or damaged clothing will be determined by the Employer. Such clothing~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~issued remains the property of the Employer and shall not be used by an employee at any time other than while said employee is on duty. For Revenue Security Guards only, the Illinois Department of Revenue shall issue all Guard II and Guard IIIs employed by the Department (5) full uniforms which shall include the following: (5) short sleeved shirts including security patches, (5) pair of pants, (1) belt, and (1) badge. It shall be the responsibility of the employee to maintain and ensure proper care of the State issued equipment. It is the expectation that employees shall be in full uniform each shift. The State shall replace and/or repair any worn or damaged equipment resulting directly from work related use. The Employer will not be responsible for equipment damaged due to misuse or neglect. For the Meat and Poultry Inspector or Meat and Poultry Inspector Trainee, the Employer will provide each new employee with the following items of equipment: 1 helmet; 1 Chain; 1 scabbard; 1 Pair Ear Plugs; 1 hook; 1 steel; 2 knives; and 1 Flashlight with Batteries. The Employer will attempt to conduct an annual inventory of equipment to determine if the issued equipment is in the possession of the employee and if replacement is necessary.~~

~~Drug and Alcohol Testing Subcommittee for Meat and Poultry Inspectors and Meat and Poultry Inspector Trainees—The Employer and IFPE agree to establish a subcommittee with the purpose of this subcommittee being to develop and implement an employee drug and alcohol screening program. The subcommittee will consist of representatives and three management will attend without loss of pay.~~

~~Travel Time Department of Agriculture Except Meat and Poultry Inspector Trainees—The parties agree that in the Department of Agriculture time spent traveling from an employee's residence to and/or from a work site in Cook, Will, Lake, DuPage, McHenry, and Kane counties is not considered work time except in those instances where an employee is required by the Employer to travel in excess of twenty (20) mile one way or twenty five (25) minutes as measured from the employee's official headquarters in which case the miles in excess of twenty (20) miles or minutes in excess of twenty five (25) minutes will be considered work time. The workday shall commence at the time of the pre-trip inspection for employees assigned to drive vehicles, which require commercial driver license (CDL)~~

~~Light Duty Pay—An employee who has suffered a service connected injury or illness, or who is unable to perform his/her regular duties for a period of more than sixty (60) calendar days, shall be assigned to light duty provided the Employer determines that a suitable light duty assignment is available. Such determination~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~shall not be arbitrary or capricious. However, by mutual agreement an agency and the IFPE may agree to a shorter time frame for eligibility subject to the approval of the Department of Central Management Services. Any change in work schedule (shift or days off) will only be done by agreement with the IFPE and the Employer. The employee shall receive his/her base rate of pay and benefits consistent with his/her classification. Employees on light duty, shall not be mandated to work overtime, and may be permitted to volunteer for overtime assignments, if in the opinion of the treating physician the employee is capable of working the overtime assignment(s) and is mutually agreed otherwise at the agency level. Employees do not waive any rights to Workers Compensation benefits by participating in the program.~~

~~Commerce Commission Police Officer Semi Automatic Movement—Effective upon signature of the 2019-2023 contract, employees in the following title who are in good standing and have received at least a satisfactory annual evaluation, shall be eligible for a semi-automatic movement after a completion of four (4) years of time in title: Commerce Commission Police Officer I to Commerce Commission Police Officer II.~~

~~Shift Differential Pay—Employees shall be paid a shift differential of \$0.50 per hour in addition to their base salary rate for all hours worked if their regular schedule for that day excluding overtime provides that they are scheduled to work and they work ½ or more of the work hours before 7 a.m. or after 3 p.m. Employees in positions having an indeterminate work schedule are not eligible for shift differential. Effective July 1, 2003, employees shall be paid a shift differential of \$0.67 per hour in addition to their base salary based on the criteria in this Note. Effective January 1, 2009, employees shall be paid a shift differential of \$0.75 per hour in addition to their base salary based on the criteria in this Note. Effective July 1, 2009, employees shall be paid a shift differential of \$0.80 per hour in addition to their base salary based on the criteria in this Note. Employees who currently receive a percentage shift differential providing more than the per hour based indicated in this Note on the base rate of pay prior to the effective date shall have that percentage converted to the cents per hour equivalent rounded to the nearest cent and shall continue to receive the higher cents per hour rate.~~

Longevity Pay – Effective July 1, 1998, the Step 7 rate shall be increased \$50 per month for those employees (non-sworn) who attain 15 years of service and have three or more years of creditable service on Step 7 in the same pay grade. Effective July 1, 2010, the Step 8 rate shall be increased by \$50 per month for those

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

employees (non-sworn) who attain 10 years of service and have three or more years of creditable service at Step 8 in the same pay grade. Effective July 1, 2010, the Step 8 rate shall be increased \$75 per month for those employees (non-sworn) who attain 15 years of service and have three or more years of creditable service on Step 8. Effective July 1, 2013, the Step 8 rate shall be increased \$75 per month for those employees (non-sworn) who attain 10 years of service and have three or more years of creditable service at Step 8 in the same pay grade. Effective July 1, 2013, the Step 8 rate shall be increased \$100 per month for those employees (non-sworn) who attain 15 years of service and have three or more years of creditable service on Step 8. Effective July 1, 1998, employees in the following classifications: Arson Investigator I and II; Commerce Commission Police Officer I and II; and Police Officer I, II and III. Effective July 1, 2003, employees in the following classification: Arson Investigator I and II; Commerce Commission Police Officer I and II; and Police Officer I, II and III shall be placed in a longevity schedule receiving a salary increase of \$50 per month upon reaching 10 years, 13 years, 15 years and 17 years of service in the same classification series. Effective July 1, 2003 employees in the following classifications: Arson Investigator I and II; Commerce Commission Police Officer I and II; Police Officer I, II, and III shall be placed in a longevity schedule receiving a salary increase of \$50 per month upon reaching 10 years, 13 years, and 15 years' service in the same classification series. Employees shall be placed in a longevity schedule receiving a salary increase of \$75 per month upon reaching 17 years of service in the same classification series. Effective July 1, 2011, employees in the following classifications: Arson Investigator I and II; Commerce Commission Police Officer I and II; and Police Officer I, II and III shall be placed in a longevity schedule receiving a salary increase of \$50 per month upon reaching 10 years, 13 years, and 15 years of service in the same classification series. Employees shall be placed in a longevity schedule receiving a salary increase of \$100 per month upon reaching 17 years of service in the same classification series.

Pension Formula Change – An employee newly hired to a position that was previously covered by the alternative formula for pension benefits prior to January 1, 2011 and, effective January 1, 2011, is covered by the standard formula for pension benefits (see the Illinois Pension Code [40 ILCS 5/1-160(g) and 14-110(b)]) shall be placed on the Pay Plan Code B salary grade assigned to the classification to which the position is allocated. An employee newly hired is an employee hired on or after January 1, 2011 who has never been a member of the State Employees' Retirement System (SERS) or any other reciprocal retirement system. Other reciprocal retirement systems are the Chicago Teachers' Pension Fund, County

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Employees' Annuity and Benefit Fund of Cook County, Forest Preserve District
 Employees' Annuity and Benefit Fund of Cook County, General Assembly
 Retirement System (GARS), Illinois Municipal Retirement Fund (IMRF), Judges
 Retirement System (JRS), Laborers' Annuity and Benefit Fund of Chicago,
 Metropolitan Water Reclamation District Retirement Fund, Municipal Employees
 Annuity and Benefit Fund of Chicago, State Universities Retirement System
 (SURS) and Teachers' Retirement System of the State of Illinois (TRS).

Effective July 1, 2019
Bargaining Unit: RC-029

Pay Grade	Pay Plan Code	STEPS										
		1e	1b	1a	1	2	3	4	5	6	7	8
04	B	2730	2819	2909	2972	3050	3119	3207	3278	3419	3474	3613
04-H	B	15.69	16.20	16.72	17.08							
05	B	2806	2897	2989	3056	3132	3214	3293	3373	3514	3572	3716
07	B	2959	3054	3151	3223	3318	3414	3502	3603	3767	3832	3987
08	B	3050	3149	3249	3324	3424	3532	3627	3729	3907	3976	4137
09	B	3124	3227	3329	3405	3530	3664	3796	3930	4146	4227	4270
10	B	3261	3369	3475	3557	3662	3783	3902	4024	4229	4307	4480
11	B	3374	3485	3595	3680	3798	3937	4064	4193	4413	4497	4679
12	B	3517	3633	3748	3838	3964	4112	4246	4403	4639	4727	4913
12	Q	3661	3782	3901	3996	4128	4287	4434	4595	4844	4943	5141
13	B	3650	3769	3889	3983	4134	4288	4444	4612	4868	4963	5161
13	Q	3798	3922	4047	4146	4311	4480	4643	4814	5088	5187	5396
13.5	B	3679	3799	3919	4015	4190	4357	4523	4698	4961	5062	5113
14	B	3809	3934	4059	4159	4321	4510	4674	4850	5134	5237	5448
15	B	3983	4113	4244	4349	4528	4705	4897	5078	5386	5487	5708
16	B	4169	4306	4443	4554	4756	4953	5161	5367	5683	5802	6033
16	Q	4548	4698	4847	4970	5179	5393	5609	5943	6061	6184	6433
17	B	4372	4516	4659	4778	4999	5210	5421	5641	5976	6099	6342
18	B	4610	4762	4913	5039	5275	5513	5736	5969	6325	6449	6710
18	Q	5041	5207	5372	5512	5763	5998	6236	6611	6742	6877	7151
18.5	B	4634	4786	4938	5065	5323	5575	5832	6080	6333	6719	6988

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

19	B	4869	5029	5188	5323	5575	5832	6080	6333	6719	6849	7124
19	Q	5207	5377	5548	5694	5946	6182	6420	6792	6923	7059	7341
20	B	5142	5311	5480	5623	5884	6163	6434	6701	7105	7246	7535
20	Q	5373	5548	5725	5876	6153	6443	6721	7002	7428	7572	7874
22	B	5746	5935	6124	6287	6594	6905	7227	7525	7995	8154	8481
22	Q	6003	6201	6398	6570	6895	7217	7550	7865	8355	8524	8864
25	B	6490	6703	6916	7104	7479	7835	8197	8567	9104	9288	9659

**Effective January 1, 2020
Bargaining Unit: RC-029**

Pay Grade	Pay Plan Code	STEPS										
		1e	1b	1a	1	2	3	4	5	6	7	8
04	B	2771	2861	2953	3017	3096	3166	3255	3327	3470	3526	3667
04 H	B	15.93	16.44	16.97	17.34							
05	B	2848	2940	3034	3102	3179	3262	3342	3424	3567	3626	3772
07	B	3003	3100	3198	3271	3368	3465	3555	3657	3824	3889	4047
08	B	3096	3196	3298	3374	3475	3585	3681	3785	3966	4036	4199
09	B	3171	3275	3379	3456	3583	3719	3853	3989	4208	4290	4334
10	B	3310	3420	3527	3610	3717	3840	3961	4084	4292	4372	4547
11	B	3425	3537	3649	3735	3855	3996	4125	4256	4479	4564	4749
12	B	3570	3687	3804	3896	4023	4174	4310	4469	4709	4798	4987
12	Q	3716	3839	3960	4056	4190	4351	4501	4664	4917	5017	5218
13	B	3705	3826	3947	4043	4196	4352	4511	4681	4941	5037	5238
13	Q	3855	3981	4108	4208	4376	4547	4713	4886	5164	5265	5477
13.5	B	3734	3856	3978	4075	4253	4422	4591	4768	5035	5138	5190
14	B	3866	3993	4120	4221	4386	4578	4744	4923	5211	5316	5530
15	B	4043	4175	4308	4414	4596	4776	4970	5154	5467	5569	5794
16	B	4232	4371	4510	4622	4827	5027	5238	5448	5768	5889	6123
16	Q	4616	4768	4920	5045	5257	5474	5693	6032	6152	6277	6529
17	B	4438	4584	4729	4850	5074	5288	5502	5726	6066	6190	6437
18	B	4679	4833	4987	5115	5354	5596	5822	6059	6420	6546	6811
18	Q	5117	5285	5453	5595	5849	6088	6330	6710	6843	6980	7258

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

18.5	B	4704	4858	5012	5141	5403	5659	5919	6171	6428	6820	7093
19	B	4942	5104	5266	5403	5659	5919	6171	6428	6820	6952	7231
19	Q	5285	5458	5631	5779	6035	6275	6516	6894	7027	7165	7451
20	B	5219	5391	5562	5707	5972	6255	6531	6802	7212	7355	7648
20	Q	5454	5631	5811	5964	6245	6540	6822	7107	7539	7686	7992
22	B	5832	6024	6216	6381	6693	7009	7335	7638	8115	8276	8608
22	Q	6093	6294	6494	6669	6998	7325	7663	7983	8480	8652	8997
25	B	6587	6804	7020	7211	7591	7953	8320	8696	9241	9427	9804

Effective July 1, 2020
Bargaining Unit: RC-029

Pay Grade	Pay Plan Code	STEPS										
		1c	1b	1a	1	2	3	4	5	6	7	8
04	B	2854	2946	3040	3080	3161	3232	3323	3397	3543	3600	3744
04-H	B	16.40	16.93	17.47	17.70							
05	B	2933	3027	3123	3167	3246	3331	3412	3496	3642	3702	3851
07	B	3091	3190	3290	3340	3439	3538	3630	3734	3904	3971	4132
08	B	3186	3288	3392	3445	3548	3660	3758	3864	4049	4121	4287
09	B	3263	3369	3475	3529	3658	3797	3934	4073	4296	4380	4425
10	B	3405	3517	3626	3686	3795	3921	4044	4170	4382	4464	4642
11	B	3522	3636	3751	3813	3936	4080	4212	4345	4573	4660	4849
12	B	3670	3789	3909	3978	4107	4262	4401	4563	4808	4899	5092
12	Q	3819	3945	4068	4141	4278	4442	4596	4762	5020	5122	5328
13	B	3808	3931	4055	4128	4284	4443	4606	4779	5045	5143	5348
13	Q	3961	4090	4219	4296	4468	4642	4812	4989	5272	5376	5592
13.5	B	3837	3962	4087	4161	4342	4515	4687	4868	5141	5246	5299
14	B	3972	4102	4232	4310	4478	4674	4844	5026	5320	5428	5646
15	B	4153	4288	4423	4507	4693	4876	5074	5262	5582	5686	5916
16	B	4346	4488	4630	4719	4928	5133	5348	5562	5889	6013	6252
16	Q	4738	4893	5048	5151	5367	5589	5813	6159	6281	6409	6666
17	B	4556	4705	4853	4952	5181	5399	5618	5846	6193	6320	6572
18	B	4802	4959	5117	5222	5466	5714	5944	6186	6555	6683	6954

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

18	Q	5249	5421	5593	5712	5972	6216	6463	6851	6987	7127	7410
18.5	B	4828	4985	5142	5249	5516	5778	6043	6301	6563	6963	7242
19	B	5071	5236	5402	5516	5778	6043	6301	6563	6963	7098	7383
19	Q	5421	5598	5774	5900	6162	6407	6653	7039	7175	7315	7607
20	B	5354	5529	5704	5827	6097	6386	6668	6945	7363	7509	7809
20	Q	5594	5774	5958	6089	6376	6677	6965	7256	7697	7847	8160
22	B	5979	6176	6372	6515	6834	7156	7489	7798	8285	8450	8789
22	Q	6246	6451	6655	6809	7145	7479	7824	8151	8658	8834	9186
25	B	6750	6972	7192	7362	7750	8120	8495	8879	9435	9625	10010

Effective July 1, 2021
Bargaining Unit: RC-029

Pay Grade	Pay Plan Code	STEPS										
		1c	1b	1a	1	2	3	4	5	6	7	8
04	B	2992	3087	3185	3202	3286	3360	3454	3531	3683	3742	3892
04-H	B	17.20	17.74	18.30	18.40							
05	B	3074	3172	3271	3292	3374	3463	3547	3634	3786	3848	4003
07	B	3238	3341	3445	3472	3575	3678	3773	3881	4058	4128	4295
08	B	3337	3443	3551	3581	3688	3805	3906	4017	4209	4284	4456
09	B	3417	3527	3637	3668	3802	3947	4089	4234	4466	4553	4600
10	B	3564	3681	3794	3832	3945	4076	4204	4335	4555	4640	4825
11	B	3686	3805	3924	3964	4091	4241	4378	4517	4754	4844	5041
12	B	3840	3964	4088	4135	4269	4430	4575	4743	4998	5093	5293
12	Q	3995	4126	4254	4305	4447	4617	4778	4950	5218	5324	5538
13	B	3983	4111	4240	4291	4453	4618	4788	4968	5244	5346	5559
13	Q	4142	4277	4411	4466	4644	4825	5002	5186	5480	5588	5813
13.5	B	4014	4143	4273	4325	4514	4693	4872	5060	5344	5453	5508
14	B	4154	4289	4424	4480	4655	4859	5035	5225	5530	5642	5869
15	B	4342	4482	4623	4685	4878	5069	5274	5470	5802	5911	6150
16	B	4543	4690	4838	4905	5123	5336	5559	5782	6122	6251	6499
16	Q	4950	5111	5272	5354	5579	5810	6043	6402	6529	6662	6929
17	B	4761	4916	5070	5148	5386	5612	5840	6077	6438	6570	6832

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

18	B	5017	5180	5344	5428	5682	5940	6179	6430	6814	6947	7229
18	Q	5481	5660	5839	5938	6208	6462	6718	7122	7263	7409	7703
18.5	B	5044	5207	5370	5456	5734	6006	6282	6550	6822	7238	7528
19	B	5296	5468	5640	5734	6006	6282	6550	6822	7238	7378	7675
19	Q	5660	5844	6027	6133	6405	6660	6916	7317	7458	7604	7907
20	B	5590	5772	5954	6057	6338	6638	6931	7219	7654	7806	8117
20	Q	5840	6027	6218	6330	6628	6941	7240	7543	8001	8157	8482
22	B	6240	6445	6649	6772	7104	7439	7785	8106	8612	8784	9136
22	Q	6518	6731	6943	7078	7427	7774	8133	8473	9000	9183	9549
25	B	7042	7272	7501	7653	8056	8441	8831	9230	9808	10005	10405

**Effective July 1, 2022
Bargaining Unit: RC-029**

Pay Grade	Pay Plan Code	STEPS										
		1c	1b	1a	1	2	3	4	5	6	7	8
04	B	3110	3209	3311	3328	3416	3493	3590	3670	3828	3890	4046
04-H	B	17.87	18.44	19.03	19.13							
05	B	3195	3297	3400	3422	3507	3600	3687	3778	3936	4000	4161
07	B	3366	3473	3581	3609	3716	3823	3922	4034	4218	4291	4465
08	B	3469	3579	3691	3722	3834	3955	4060	4176	4375	4453	4632
09	B	3552	3666	3781	3813	3952	4103	4251	4401	4642	4733	4782
10	B	3705	3826	3944	3983	4101	4237	4370	4506	4735	4823	5016
11	B	3832	3955	4079	4121	4253	4409	4551	4695	4942	5035	5240
12	B	3992	4121	4249	4298	4438	4605	4756	4930	5195	5294	5502
12	Q	4153	4289	4422	4475	4623	4799	4967	5146	5424	5534	5757
13	B	4140	4273	4407	4460	4629	4800	4977	5164	5451	5557	5779
13	Q	4306	4446	4585	4642	4827	5016	5200	5391	5696	5809	6043
13.5	B	4173	4307	4442	4496	4692	4878	5064	5260	5555	5668	5726
14	B	4318	4458	4599	4657	4839	5051	5234	5431	5748	5865	6101
15	B	4514	4659	4806	4870	5071	5269	5482	5686	6031	6144	6393
16	B	4722	4875	5029	5099	5325	5547	5779	6010	6364	6498	6756
16	Q	5146	5313	5480	5565	5799	6039	6282	6655	6787	6925	7203

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

17	B	4949	5110	5270	5351	5599	5834	6071	6317	6692	6830	7102
18	B	5215	5385	5555	5642	5906	6175	6423	6684	7083	7221	7515
18	Q	5697	5884	6070	6173	6453	6717	6983	7403	7550	7702	8007
18.5	B	5243	5413	5582	5672	5960	6243	6530	6809	7091	7524	7825
19	B	5505	5684	5863	5960	6243	6530	6809	7091	7524	7669	7978
19	Q	5884	6075	6265	6375	6658	6923	7189	7606	7753	7904	8219
20	B	5811	6000	6189	6296	6588	6900	7205	7504	7956	8114	8438
20	Q	6071	6265	6464	6580	6890	7215	7526	7841	8317	8479	8817
22	B	6486	6700	6912	7039	7385	7733	8093	8426	8952	9131	9497
22	Q	6775	6997	7217	7358	7720	8081	8454	8808	9356	9546	9926
25	B	7320	7559	7797	7955	8374	8774	9180	9595	10195	10400	10816

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Section 310.APPENDIX A Negotiated Rates of Pay

Section 310.TABLE Q RC-061 (Conservation Police Officer Trainees and Conservation Police Officer I's and II's, Illinois Fraternal Order of Police Labor Council)

<u>Title</u>	<u>Title Code</u>	<u>Pay Plan Code</u>
Conservation Police Officer I	09341	Q
Conservation Police Officer II	09342	Q
Conservation Police Officer Trainee	09345	Q

NOTES: ~~Employer—"Employer" refers to the Illinois Department of Central Management Services or Natural Resources as the context may require.~~

~~Shift Differential—Effective July 1, 2010, officers that work between the hours of 12:00 am and 6:00 am shall be paid premium pay of an additional \$0.25 per hour for all time worked between the hours of 12:00 a.m. and 6:00 a.m.~~

Longevity Bonuses – Effective January 1, 1991, employees shall receive a step increase to the next higher step upon satisfactory completion of ~~twelve (12)~~ months creditable service in ~~the current~~ such step and within ~~the~~ such position classification, including successor title changes not involving pay grade changes. Effective July 1, 2000, employees covered by ~~this Table Q~~ ~~this Agreement~~ shall receive longevity bonuses, pursuant to Schedule A, at the beginning of 9, 10, 12.5, 14, 15, 17.5, 20, 21, 22.5, and 25 years of service. Effective July 1, 2010, longevity bonuses will be increased by \$25 at each step for employees who attain 15 or more years of continuous service. Effective July 1, 2014, the longevity bonuses will be increased by \$25 at each step for employees who attain 21 or more years of continuous service.

~~Successor, New or Changed Classes' Pay Grade—Employer agrees to negotiate with the Illinois Fraternal Order of Police Council (FOP) as to the appropriate pay grade to be assigned to job classifications determined to be in the RC-061 bargaining unit. If no agreement is reached between the parties, the FOP shall be allowed to file a grievance in accordance with Article X of the Agreement signed August 29, 2019. The grievance shall be filed at Step 4 of the grievance procedure. In the event that an appropriate resolution is not reached at Step 4, then the issue may be submitted to an arbitrator. The arbitrator shall determine the reasonableness of the proposed salary grade in relationship to: (a) The job content and responsibilities attached~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~thereto in comparison with the job content and responsibilities of other position classifications in the classification series and in the bargaining unit; and (b) Like positions with similar job content and responsibilities within the labor market generally. The pay grade originally assigned by the Employer shall remain in effect pending the arbitrator's decision.~~

~~Meal Period—Employers agrees to grant a meal period of not less than 30 but not more than 60 consecutive minutes to employees with a fixed work site approximately midway during the workday. Employer shall grant a meal period of not less than 30 but not more than 60 consecutive minutes to employees with a non-fixed work site approximately midway in the workday where current practice so provides. However, this shall not preclude work schedules which provide for a paid meal period. Those employees who receive an unpaid meal period and are required to work at their work assignments and are not relieved for such meal periods, shall have such time treated as hours worked for the purpose of computing overtime. Such meal periods as defined above shall be granted except in the case of an operational emergency.~~

~~End of the Fiscal Year Accrued Compensatory Time—At the end of each fiscal year, the agency shall review the amount of money that the Law Enforcement, Personal Service Funds will lapse. Based on the amount of money that is to lapse, the employer agrees to pay the employees compensatory time that fiscal year at an equal rate, (per employee). The amount paid per employee shall not exceed the total amount of compensatory time on the books at the end of the fiscal year and the total for all employees shall not exceed the amount of money scheduled to lapse. Each employee shall be permitted, upon request, to retain and carry over 80 hours of compensatory time.~~

~~Holiday Pay—Any employee who works a holiday may choose to receive double time, except for Christmas Day, Thanksgiving Day, and Labor Day, for which the compensation rate shall be double time and a half cash payment in lieu of having compensatory time off on a future date. For the purpose of overtime computation, any and all time worked on holidays shall count as time worked, unless such holiday falls on the employee's regularly scheduled day off.~~

~~Call-back Pay—An employee called back to work by the Employer outside of the employee's regularly scheduled shift or on the employee's scheduled days off shall be compensated at the appropriate straight time or overtime rate for a minimum of two (2) hours of work. Payment shall be made pursuant to this Article.~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~Stand by Pay—An employee who is directed by the Employer to be available for work within one hour shall be entitled to stand by pay and shall receive two (2) hours pay for any period of stand by of twelve (12) hours or less, whether required to work or not.~~

~~Maternity/Paternity/Adoption Leaves—All employees who provide proof of their pregnancy or that of their female partner at least 30 days prior to the expected due date will be eligible for 10 weeks (50 work days) of paid maternity/paternity leave for each pregnancy resulting in birth or multiple births. Should both parents be employees they shall each be eligible for 10 weeks of paid maternity/paternity leave which may be taken consecutively or concurrently. No employee will be allowed to take less than a full work week (5 consecutive days). Regardless of the number of pregnancies in a year, no employee shall receive more than 10 weeks (50 work days) of paid leave under this Section per year. The State shall require proof of the birth. In addition, non-married male employees may be required to provide proof of paternity such as a birth certificate or other appropriate documentation confirming paternity. Leaves under this section shall also be granted in cases of a full term still born child for a maximum of five (5) weeks. All bargaining unit members are eligible for ten weeks (50 days) of paid leave with a new adoption; with the leave to commence when physical custody of the child has been granted to the member, provided that the member can show that the formal adoption process is underway. In the event the child was in foster care immediately preceding the adoption process the leave will commence once a court order has been issued for permanent placement and the foster parent has been so notified of their right to adopt as long as the foster child has not resided in the home for more than three (3) years. The agency personnel office must be notified, and the member must submit proof that the adoption has been initiated. Should both parents be employees they shall each be eligible for 10 weeks of paid maternity/paternity leave which may be taken consecutively or concurrently. No employee will be allowed to take less than a full work week (5 consecutive work days). Regardless of the number of adoptions in a year no individual shall receive more than 10 weeks (50 work days) of said leave under this Section per year. Maternity/Paternity leave is for the purpose of bonding with the new member of the household. Employees are not eligible for the above referenced leave in the event the adoption is for a step-child or relative with whom the employee has previously established residency for a period one (1) year or more.~~

~~Vacation Payment—If because of operating needs Employer cannot grant an~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~employee's request for vacation time within the 24 month period after the expiration of the calendar year such time was earned, such vacation time shall be liquidated in cash at straight time provided the employee has made at least three (3) separate requests, consisting of different days not including regular days off, for such time within the calendar year preceding liquidation. No salary payment shall be made in lieu of vacation earned but not taken except as provided in this Section and on termination of employment for eligible employees with at least six (6) months of continuous service in which case the effective date of termination shall not be extended by the number of days represented by said salary payment.~~

~~Temporary Assignment Pay — Employer may temporarily assign an employee to perform the duties of another position classification. To be eligible for temporary assignment pay, the employee must: A. Be assigned, by Employer, to assume the duties and responsibilities of a different position classification. B. Perform a preponderance of duties and responsibilities which distinguish the position. C. Perform duties and responsibilities not provided for in their regular position classification. An employee temporarily assigned to the duties of a position classification in an equal or lower pay grade than his/her permanent position classification shall be paid his/her permanent position classification rate. If the employee is temporarily assigned to a position classification having a higher pay grade than his/her permanent position classification, the employee shall be paid as if the employee had received a promotion into such higher pay grade. Employer agrees to pay the employee the higher rate as set forth above for the full time of such assignment. For the purpose of calculation, any temporary assignment of less than one half day shall be counted as one half day and any temporary assignment of more than one half day but less than a full day shall be considered one full day. No employee shall be required to work in a temporary position in excess of six (6) months per calendar year. When the Employer makes a temporary assignment, it will give notice to the employee of the anticipated length of the assignment and extensions thereof. An employee's refusal to take a temporary assignment to a higher level position outside the bargaining unit which assignment is anticipated to last more than two months will not subject the employee to discipline.~~

~~Clothing and Equipment — Employer shall provide any special clothing, office supplies, and/or equipment, or the equivalent by reimbursement, which is required by Employer and/or is determined by Employer as being necessary for such employees to perform their work. Employer shall pay for the maintenance of all clothing and equipment determined by the Employer as being necessary. Upon execution of the Agreement signed August 29, 2019, any expenditure for Fiscal~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~Years 2013 and 2014 shall be considered fulfillment of the Article XVIII of the Agreement signed August 29, 2019 for those years. Effective July 1, 2014, the Employer shall issue each officer in active duty status as of that date a clothing and equipment allowance of three hundred (\$300.00) dollars. Each officer shall receive this \$300.00 payment as soon as practical after ratification. Any disbursements, already submitted for and received by an officer during fiscal year 2015, shall be deducted from this amount. Effective March 1, 2015 each officer shall receive an additional one hundred (\$100) dollars in clothing allowance. The clothing allowance shall be four hundred (\$400) each year thereafter to be paid on or before October 1st.~~

~~Geographical Transfer—In the event of a geographical transfer under Personnel Rule 302.430 is required, seniority as defined in Article VI of the Agreement signed August 29, 2019 shall govern, the most senior employee being given first preference. If no employee wishes to accept such transfer, the least senior employee the effected position classification shall be required to take such transfer. An employee shall be reimbursed for all reasonable transportation and moving expenses incurred in moving to a new location because of an involuntary permanent geographical transfer.~~

~~Damage to Personal Property—Where current agency practices so provides, the Employer shall reimburse employees for any losses of personal property incurred as a result of the performance of their official duties. If no agency practice exists, a policy statement shall be subject of discussion at agency level local negotiations.~~

~~Tuition Reimbursement—Effective July 1, 2001, the Office of Law Enforcement shall provide up to \$5000 per fiscal year for the purpose of tuition reimbursement. Consideration of requests for reimbursement shall be in accordance with Department of Natural Resources Policy and Procedures Chapter 3 Sec. 3C 2.~~

~~Stipend – All bargaining unit employees on active payroll on the date of effectuation of the applicable collective bargaining agreement shall receive a one-(1)-time stipend of \$2,500-\$2500 prorated by 25% for each year the employee was employed from July 1, 2015 through June 30, 2019. The stipend shall be paid as soon as practicable after the effectuation of the Agreement signed August 29, 2019.~~

~~Step Placement—Employees shall have their salary history rebuilt and employees shall be placed on the correct step for the salary steps missed during the 2015–2019 contract year, which includes promotional steps missed.~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Effective June 30, 2019
RC-061 Bargaining Unit

<u>Title</u>	<u>STEPS</u>						
	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>
Conservation Police Officer I	5003	5242	5622	5886	6162	6455	6455
Conservation Police Officer II			5706	5972	6245	6539	6539
Conservation Police Officer Trainee	4014	4172					

Longevity Bonus Rates

Conservation Police Officer I									
<u>9 Yrs</u>	<u>10 Yrs</u>	<u>12.5 Yrs</u>	<u>14 Yrs</u>	<u>15 Yrs</u>	<u>17.5 Yrs</u>	<u>20 Yrs</u>	<u>21 Yrs</u>	<u>22.5 Yrs</u>	<u>25 Yrs</u>
6762	7158	7335	7335	7443	7443	7443	7468	7468	7468
Conservation Police Officer II									
<u>9 Yrs</u>	<u>10 Yrs</u>	<u>12.5 Yrs</u>	<u>14 Yrs</u>	<u>15 Yrs</u>	<u>17.5 Yrs</u>	<u>20 Yrs</u>	<u>21 Yrs</u>	<u>22.5 Yrs</u>	<u>25 Yrs</u>
6846	7243	7422	7422	7877	8243	8634	8742	9146	9569

Effective January 1, 2020
RC-061 Bargaining Unit

<u>Title</u>	<u>STEPS</u>						
	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>
Conservation Police Officer I	5078	5321	5706	5974	6254	6552	6552
Conservation Police Officer II			5792	6062	6339	6637	6637
Conservation Police Officer Trainee	4074	4235					

Longevity Bonus Rates

Conservation Police Officer I									
<u>9 Yrs</u>	<u>10 Yrs</u>	<u>12.5 Yrs</u>	<u>14 Yrs</u>	<u>15 Yrs</u>	<u>17.5 Yrs</u>	<u>20 Yrs</u>	<u>21 Yrs</u>	<u>22.5 Yrs</u>	<u>25 Yrs</u>
6863	7265	7445	7445	7555	7555	7555	7580	7580	7580
Conservation Police Officer II									

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

<u>9 Yrs</u>	<u>10 Yrs</u>	<u>12.5 Yrs</u>	<u>14 Yrs</u>	<u>15 Yrs</u>	<u>17.5 Yrs</u>	<u>20 Yrs</u>	<u>21 Yrs</u>	<u>22.5 Yrs</u>	<u>25 Yrs</u>
6949	7352	7533	7533	7995	8367	8764	8873	9283	9713

**Effective July 1, 2020
RC-061 Bargaining Unit**

<u>Title</u>	S T E P S						
	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>
Conservation Police Officer I	5185	5433	5826	6099	6385	6690	6690
Conservation Police Officer II			5914	6189	6472	6776	6776
Conservation Police Officer Trainee	4160	4324					

Longevity Bonus Rates

Conservation Police Officer I	<u>9 Yrs</u>	<u>10 Yrs</u>	<u>12.5 Yrs</u>	<u>14 Yrs</u>	<u>15 Yrs</u>	<u>17.5 Yrs</u>	<u>20 Yrs</u>	<u>21 Yrs</u>	<u>22.5 Yrs</u>	<u>25 Yrs</u>
	7007	7418	7601	7601	7714	7714	7714	7739	7739	7739

Conservation Police Officer II	<u>9 Yrs</u>	<u>10 Yrs</u>	<u>12.5 Yrs</u>	<u>14 Yrs</u>	<u>15 Yrs</u>	<u>17.5 Yrs</u>	<u>20 Yrs</u>	<u>21 Yrs</u>	<u>22.5 Yrs</u>	<u>25 Yrs</u>
	7095	7506	7691	7691	8163	8543	8948	9059	9478	9917

**Effective July 1, 2021
RC-061 Bargaining Unit**

<u>Title</u>	S T E P S						
	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>
Conservation Police Officer I	5390	5648	6056	6340	6637	6954	6954
Conservation Police Officer II			6148	6433	6728	7044	7044
Conservation Police Officer Trainee	4324	4495					

Longevity Bonus Rates

Conservation Police Officer I	<u>9 Yrs</u>	<u>10 Yrs</u>	<u>12.5 Yrs</u>	<u>14 Yrs</u>	<u>15 Yrs</u>	<u>17.5 Yrs</u>	<u>20 Yrs</u>	<u>21 Yrs</u>	<u>22.5 Yrs</u>	<u>25 Yrs</u>
	7284	7711	7901	7901	8019	8019	8019	8045	8045	8045

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Conservation Police Officer II

<u>9 Yrs</u>	<u>10 Yrs</u>	<u>12.5 Yrs</u>	<u>14 Yrs</u>	<u>15 Yrs</u>	<u>17.5 Yrs</u>	<u>20 Yrs</u>	<u>21 Yrs</u>	<u>22.5 Yrs</u>	<u>25 Yrs</u>
7375	7802	7995	7995	8485	8880	9301	9417	9852	10309

Effective July 1, 2022
RC-061 Bargaining Unit

<u>Title</u>	S T E P S						
	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>
Conservation Police Officer I	5603	5871	6295	6590	6899	7229	7229
Conservation Police Officer II			6391	6687	6994	7322	7322
Conservation Police Officer Trainee	4495	4673					

Longevity Bonus Rates

Conservation Police Officer I

<u>9 Yrs</u>	<u>10 Yrs</u>	<u>12.5 Yrs</u>	<u>14 Yrs</u>	<u>15 Yrs</u>	<u>17.5 Yrs</u>	<u>20 Yrs</u>	<u>21 Yrs</u>	<u>22.5 Yrs</u>	<u>25 Yrs</u>
7572	8016	8213	8213	8336	8336	8336	8363	8363	8363

Conservation Police Officer II

<u>9 Yrs</u>	<u>10 Yrs</u>	<u>12.5 Yrs</u>	<u>14 Yrs</u>	<u>15 Yrs</u>	<u>17.5 Yrs</u>	<u>20 Yrs</u>	<u>21 Yrs</u>	<u>22.5 Yrs</u>	<u>25 Yrs</u>
7666	8110	8311	8311	8820	9231	9668	9789	10241	10716

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Section 310.APPENDIX A Negotiated Rates of Pay**Section 310.TABLE R RC-042 (Residual Maintenance Workers, AFSCME)**

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Grade</u>
Building/Grounds Laborer	05598	RC-042	01
Building/Grounds Lead I	05601	RC-042	04
Building/Grounds Lead II	05602	RC-042	05
Building/Grounds Maintenance Worker	05613	RC-042	02
Building/Grounds Supervisor	05605	RC-042	07
Intermittent Laborer (Maintenance) (Hourly)	21687	RC-042	01H
Race Track Maintainer I	37551	RC-042	03
Race Track Maintainer II	37552	RC-042	06
Refrigeration & Air Conditioning Repairer	38119	RC-042	07
Sign Shop Foreman	41000	RC-042	07

NOTES: ~~Maximum Security Pay—Effective January 1, 2018, for all employees who are currently receiving maximum security pay, and are not working at a maximum security facility, the maximum security pay shall be removed.~~

Stipend – Effective June 30, 2019, and paid upon ratification of the collective bargaining agreement ~~Agreement signed August 21, 2019, provided that ratification occurs prior to August 15, 2019,~~ all bargaining unit employees shall receive a one-time stipend of \$2,500 prorated by 25% for each year the employee was employed from July 1, 2015 through June 30, 2019.

Sub-Steps – Step 1a, 1b, and 1c shall be implemented for all employees hired on or after May 20, 2013, with a 3% step differential. Effective July 1, 2019, Step 1a, 1b, and 1c shall be increased by \$25 per month with subsequent \$25 per month increases effective. ~~Effective July 1, 2020 and, Step 1a, 1b, and 1c shall be increased by an additional \$25 per month. Effective July 1, 2021, Step 1a, 1b, and 1c shall be increased by an additional \$25 per month. The rates are set out in the rate tables below.~~

General Increases – ~~The pay~~ Effective January 1, 2020, the pay rates for all bargaining unit classifications and steps shall be increased by the specified percentage amounts effective on the following dates: January 1, 2020, 1.50%; ~~which rates are set out in a rate table below. Effective July 1, 2020, the pay rates for all bargaining unit classifications and steps shall be increased by 2.10%;~~ which rates are set out in a

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~rate table below. Effective July 1, 2021, the pay rates for all bargaining unit classifications and steps shall be increased by 3.95%; and which rates are set out in rate table below. Effective July 1, 2022, the pay rates for all bargaining unit classifications and steps shall be increased by 3.95%, which rates are set out in a rate table below. Pay rates for each step and their effective dates are listed in the rate tables in this Section.~~

~~Shift Differential Pay—Employees shall be paid a shift differential of \$0.80 per hour in addition to their base salary rate for all hours worked if their normal work schedule for that day provides that they are scheduled to work and they work ½ or more of the work hours before 7 a.m. or after 3 p.m. The payment shall be for all paid time. Incumbents who currently receive a percentage shift differential providing more than the cents per hour indicated in this Note based on the base rate of pay prior to the effective date shall have that percentage converted to the cents per hour equivalent rounded to the nearest cent and shall continue to receive the higher cents per hour rate. This provision shall not apply to employees who, because of "flex time" scheduling made at their request, are scheduled and work hours that would otherwise qualify them for premium pay under this provision.~~

Longevity Pay – Effective January 1, 2002, the Step 8 rate shall be increased by \$25 per month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 7 in the same or higher pay grade on or before January 1, 2002. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 7 in the same or higher pay grade on or before January 1, 2002, the Step 8 rate shall be increased by \$50 per month. For employees not eligible for longevity pay on or before January 1, 2002, the Step 8 rate shall be increased by \$25 per month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade, the Step 8 rate shall be increased by \$50 per month. Effective July 1, 2010, the Step 8 rate shall be increased by \$50 per month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2010. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2010, the Step 8 rate shall be increased by \$75 per month. Effective July 1, 2013, the Step 8 rate shall be increased by \$25 per month to \$75 a month for those employees who attain 10 years

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2013. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2013, the Step 8 rate shall be increased by \$25 per month to \$100 a month. Employees whose salaries are red-circled above the maximum Step rate continue to receive all applicable general increases and any other adjustments (except the longevity pay) provided for in ~~an applicable collective bargaining agreement~~ the Agreement. For these employees, the longevity pay shall be limited to the amount that would increase the employee's salary to the amount that is equal to that of an employee on the maximum Step rate with the same number of years of continuous and creditable service. Employees receiving the longevity pay shall continue to receive the longevity pay as long as they remain in the same or successor classification as a result of a reclassification or reevaluation. Employees who are eligible for the increase provided for longevity pay on or before January 1, 2002, shall continue to receive longevity pay after being placed on Step 8 while they remain in the same or lower pay grade.

~~Effective July 1, 2019~~
~~Bargaining Unit: RC-042~~

Pay Grade	Pay Plan Code	STEPS										
		1e	1b	1a	1	2	3	4	5	6	7	8
1	B	3265	3372	3478	3560	3681	3800	3938	4067	4194	4416	4592
1	Q	3396	3506	3617	3704	3836	3961	4102	4240	4373	4610	4793
1	S	3461	3575	3688	3777	3910	4036	4181	4319	4456	4692	4879
01H	B	20.02	20.67	21.32	21.82	22.57	23.30	24.14	24.93	25.71	27.07	28.15
01H	Q	20.82	21.49	22.17	22.71	23.52	24.28	25.15	25.99	26.81	28.26	29.38
01H	S	21.22	21.92	22.61	23.15	23.97	24.74	25.63	26.48	27.32	28.76	29.91
2	B	3396	3506	3617	3704	3840	3965	4114	4248	4405	4641	4826
2	Q	3533	3650	3765	3856	3998	4130	4289	4435	4595	4846	5041
2	S	3602	3719	3838	3931	4074	4208	4371	4520	4681	4933	5132

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

3	B	3523	3637	3753	3843	3984	4136	4290	4446	4614	4871	5063
3	Q	3667	3787	3908	4002	4148	4312	4481	4645	4816	5090	5294
3	S	3736	3859	3981	4078	4229	4396	4567	4727	4902	5178	5385
4	B	3523	3637	3753	3843	3984	4136	4290	4446	4614	4871	5063
4	Q	3667	3787	3908	4002	4148	4312	4481	4645	4816	5090	5294
4	S	3736	3859	3981	4078	4229	4396	4567	4727	4902	5178	5385
5	B	3817	3942	4067	4167	4351	4530	4706	4898	5082	5388	5601
5	Q	3982	4112	4243	4348	4538	4727	4918	5121	5310	5626	5854
5	S	4054	4188	4320	4428	4623	4810	5004	5208	5396	5715	5943
6	B	3817	3942	4067	4167	4351	4530	4706	4898	5082	5388	5601
6	Q	3982	4112	4243	4348	4538	4727	4918	5121	5310	5626	5854
6	S	4054	4188	4320	4428	4623	4810	5004	5208	5396	5715	5943
7	B	3817	3942	4067	4167	4351	4530	4706	4898	5082	5388	5601
7	Q	3982	4112	4243	4348	4538	4727	4918	5121	5310	5626	5854
7	S	4054	4188	4320	4428	4623	4810	5004	5208	5396	5715	5943

**Effective January 1, 2020
Bargaining Unit: RC-042**

Pay Grade	Pay Plan Code	STEPS										
		1e	1b	1a	1	2	3	4	5	6	7	8
1	B	3314	3423	3530	3613	3736	3857	3997	4128	4257	4482	4661
1	Q	3447	3559	3671	3760	3894	4020	4164	4304	4439	4679	4865
1	S	3513	3629	3743	3834	3969	4097	4244	4384	4523	4762	4952
01H	B	20.32	20.98	21.64	22.15	22.90	23.64	24.50	25.31	26.10	27.48	28.57
01H	Q	21.13	21.82	22.50	23.05	23.87	24.64	25.53	26.38	27.21	28.68	29.82
01H	S	21.54	22.25	22.95	23.50	24.33	25.12	26.02	26.88	27.73	29.19	30.36

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

2	B	3447	3559	3671	3760	3898	4024	4176	4312	4471	4711	4898
2	Q	3586	3705	3821	3914	4058	4192	4353	4502	4664	4919	5117
2	S	3656	3775	3896	3990	4135	4271	4437	4588	4751	5007	5209
3	B	3576	3692	3809	3901	4044	4198	4354	4513	4683	4944	5139
3	Q	3722	3844	3967	4062	4210	4377	4548	4715	4888	5166	5373
3	S	3792	3917	4041	4139	4292	4462	4636	4798	4976	5256	5466
4	B	3576	3692	3809	3901	4044	4198	4354	4513	4683	4944	5139
4	Q	3722	3844	3967	4062	4210	4377	4548	4715	4888	5166	5373
4	S	3792	3917	4041	4139	4292	4462	4636	4798	4976	5256	5466
5	B	3874	4001	4128	4230	4416	4598	4777	4971	5158	5469	5685
5	Q	4042	4174	4307	4413	4606	4798	4992	5198	5390	5710	5942
5	S	4115	4251	4385	4494	4692	4882	5079	5286	5477	5801	6032
6	B	3874	4001	4128	4230	4416	4598	4777	4971	5158	5469	5685
6	Q	4042	4174	4307	4413	4606	4798	4992	5198	5390	5710	5942
6	S	4115	4251	4385	4494	4692	4882	5079	5286	5477	5801	6032
7	B	3874	4001	4128	4230	4416	4598	4777	4971	5158	5469	5685
7	Q	4042	4174	4307	4413	4606	4798	4992	5198	5390	5710	5942
7	S	4115	4251	4385	4494	4692	4882	5079	5286	5477	5801	6032

Effective July 1, 2020
Bargaining Unit: RC-042

Pay Grade	Pay Plan Code	STEPS										
		1c	1b	1a	1	2	3	4	5	6	7	8
1	B	3409	3520	3629	3689	3814	3938	4081	4215	4346	4576	4759
1	Q	3544	3659	3773	3839	3976	4104	4251	4394	4532	4777	4967
1	S	3612	3730	3847	3915	4052	4183	4333	4476	4618	4862	5056

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

01H	B	20.90	21.58	22.25	22.61	23.38	24.14	25.02	25.84	26.64	28.05	29.17
01H	Q	21.73	22.43	23.13	23.53	24.37	25.16	26.06	26.94	27.78	29.28	30.45
01H	S	22.14	22.87	23.58	24.00	24.84	25.64	26.56	27.44	28.31	29.81	30.99
2	B	3544	3659	3773	3839	3980	4109	4264	4403	4565	4810	5001
2	Q	3686	3808	3926	3996	4143	4280	4444	4597	4762	5022	5224
2	S	3758	3879	4003	4074	4222	4361	4530	4684	4851	5112	5318
3	B	3676	3795	3914	3983	4129	4286	4445	4608	4781	5048	5247
3	Q	3825	3950	4075	4147	4298	4469	4644	4814	4991	5274	5486
3	S	3897	4024	4151	4226	4382	4556	4733	4899	5080	5366	5581
4	B	3676	3795	3914	3983	4129	4286	4445	4608	4781	5048	5247
4	Q	3825	3950	4075	4147	4298	4469	4644	4814	4991	5274	5486
4	S	3897	4024	4151	4226	4382	4556	4733	4899	5080	5366	5581
5	B	3980	4110	4240	4319	4509	4695	4877	5075	5266	5584	5804
5	Q	4152	4287	4422	4506	4703	4899	5097	5307	5503	5830	6067
5	S	4226	4365	4502	4588	4791	4985	5186	5397	5592	5923	6159
6	B	3980	4110	4240	4319	4509	4695	4877	5075	5266	5584	5804
6	Q	4152	4287	4422	4506	4703	4899	5097	5307	5503	5830	6067
6	S	4226	4365	4502	4588	4791	4985	5186	5397	5592	5923	6159
7	B	3980	4110	4240	4319	4509	4695	4877	5075	5266	5584	5804
7	Q	4152	4287	4422	4506	4703	4899	5097	5307	5503	5830	6067
7	S	4226	4365	4502	4588	4791	4985	5186	5397	5592	5923	6159

Effective July 1, 2021
Bargaining Unit: RC-042

Pay Grade	Pay Plan Code	S T E P S										
		1c	1b	1a	1	2	3	4	5	6	7	8

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

1	B	3569	3684	3797	3835	3965	4094	4242	4381	4518	4757	4947
1	Q	3709	3829	3947	3991	4133	4266	4419	4568	4711	4966	5163
1	S	3780	3902	4024	4070	4212	4348	4504	4653	4800	5054	5256
01H	B	21.88	22.58	23.28	23.51	24.31	25.10	26.00	26.86	27.70	29.16	30.33
01H	Q	22.74	23.47	24.20	24.47	25.34	26.15	27.09	28.00	28.88	30.44	31.65
01H	S	23.17	23.92	24.67	24.95	25.82	26.65	27.61	28.52	29.43	30.98	32.22
2	B	3709	3829	3947	3991	4137	4271	4432	4577	4745	5000	5199
2	Q	3857	3983	4106	4154	4307	4449	4620	4779	4950	5220	5430
2	S	3931	4057	4186	4235	4389	4533	4709	4869	5043	5314	5528
3	B	3846	3970	4094	4140	4292	4455	4621	4790	4970	5247	5454
3	Q	4001	4131	4261	4311	4468	4646	4827	5004	5188	5482	5703
3	S	4076	4208	4340	4393	4555	4736	4920	5093	5281	5578	5801
4	B	3846	3970	4094	4140	4292	4455	4621	4790	4970	5247	5454
4	Q	4001	4131	4261	4311	4468	4646	4827	5004	5188	5482	5703
4	S	4076	4208	4340	4393	4555	4736	4920	5093	5281	5578	5801
5	B	4162	4297	4432	4490	4687	4880	5070	5275	5474	5805	6033
5	Q	4341	4481	4622	4684	4889	5093	5298	5517	5720	6060	6307
5	S	4418	4562	4705	4769	4980	5182	5391	5610	5813	6157	6402
6	B	4162	4297	4432	4490	4687	4880	5070	5275	5474	5805	6033
6	Q	4341	4481	4622	4684	4889	5093	5298	5517	5720	6060	6307
6	S	4418	4562	4705	4769	4980	5182	5391	5610	5813	6157	6402
7	B	4162	4297	4432	4490	4687	4880	5070	5275	5474	5805	6033
7	Q	4341	4481	4622	4684	4889	5093	5298	5517	5720	6060	6307
7	S	4418	4562	4705	4769	4980	5182	5391	5610	5813	6157	6402

Effective July 1, 2022

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Bargaining Unit: RC-042

Pay Grade	Pay Plan Code	S T E P S										
		1c	1b	1a	1	2	3	4	5	6	7	8
1	B	3710	3830	3947	3986	4122	4256	4410	4554	4696	4945	5142
1	Q	3856	3980	4103	4149	4296	4435	4594	4748	4897	5162	5367
1	S	3929	4056	4183	4231	4378	4520	4682	4837	4990	5254	5464
01H	B	22.74	23.48	24.20	24.44	25.27	26.09	27.03	27.92	28.79	30.31	31.52
01H	Q	23.64	24.40	25.15	25.43	26.34	27.19	28.16	29.11	30.02	31.64	32.90
01H	S	24.09	24.86	25.64	25.94	26.84	27.71	28.70	29.65	30.59	32.21	33.50
2	B	3856	3980	4103	4149	4300	4440	4607	4758	4932	5198	5404
2	Q	4009	4140	4268	4318	4477	4625	4802	4968	5146	5426	5644
2	S	4086	4217	4351	4402	4562	4712	4895	5061	5242	5524	5746
3	B	3998	4127	4256	4304	4462	4631	4804	4979	5166	5454	5669
3	Q	4159	4294	4429	4481	4644	4830	5018	5202	5393	5699	5928
3	S	4237	4374	4511	4567	4735	4923	5114	5294	5490	5798	6030
4	B	3998	4127	4256	4304	4462	4631	4804	4979	5166	5454	5669
4	Q	4159	4294	4429	4481	4644	4830	5018	5202	5393	5699	5928
4	S	4237	4374	4511	4567	4735	4923	5114	5294	5490	5798	6030
5	B	4326	4467	4607	4667	4872	5073	5270	5483	5690	6034	6271
5	Q	4512	4658	4805	4869	5082	5294	5507	5735	5946	6299	6556
5	S	4593	4742	4891	4957	5177	5387	5604	5832	6043	6400	6655
6	B	4326	4467	4607	4667	4872	5073	5270	5483	5690	6034	6271
6	Q	4512	4658	4805	4869	5082	5294	5507	5735	5946	6299	6556
6	S	4593	4742	4891	4957	5177	5387	5604	5832	6043	6400	6655
7	B	4326	4467	4607	4667	4872	5073	5270	5483	5690	6034	6271
7	Q	4512	4658	4805	4869	5082	5294	5507	5735	5946	6299	6556

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

7 S 4593 4742 4891 4957 5177 5387 5604 5832 6043 6400 6655

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Section 310.APPENDIX A Negotiated Rates of Pay**Section 310.TABLE S VR-704 (Departments of Corrections, Financial and Professional Regulation, Juvenile Justice and State Police Supervisors, Laborers' – ISEA Local #2002)**

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Grade</u>
Clinical Services Supervisor (Public Service Administrator (PSA) Option 7 Clinical Service Supervisor function Department of Corrections (DOC) and Department of Juvenile Justice (DJJ))	08260	VR-704	24
Computer Evidence Recovery Specialist (formerly PSA Option 7 Computer Evidence Recovery Specialist function Department of State Police (ISP), non-sworn)	08980	VR-704	25
Corrections Command Center Supervisor (formerly PSA Option 7 Operations Center Supervisor function DOC and DJJ)	09500	VR-704	25
Corrections Family Services Coordinator (formerly PSA Option 7 Women and Family Services Coordinator function DOC)	09600	VR-704	25
Corrections Intelligence Program Unit Manager	09798	VR-704	24
Corrections Placement Resources Regional Supervisor (formerly PSA Option 7 District Supervisor function DOC)	09839	VR-704	24
Corrections Program Administrator (formerly PSA Option 7 Staff Assistant function DOC)	09849	VR-704	24
Corrections Psychologist Administrator (formerly PSA Option 8K Mental Health Professional function DOC)	09855	VR-704	25
Corrections Regional Mental Health Services Administrator (formerly PSA Option 8K Mental Health Professional function DOC)	09857	VR-704	25
Corrections Training Program Supervisor (formerly PSA Option 7 Training Supervisor function DOC and DJJ)	09860	VR-704	25
Corrections Unit Superintendent (formerly PSA Option 7 Superintendent function DOC)	09868	VR-704	25
Criminal Intelligence Analyst Supervisor (formerly PSA Option 7 Criminal Intelligence Analyst Supervisor function ISP, non-sworn)	10169	VR-704	25

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Developmental Psychological Services Administrator (formerly PSA Option 8K Mental Health Professional function Department of Human Services (DHS) position)	12380	VR-704	25
Firearms Eligibility Administrator	15280	VR-704	25
Food Services Program Manager (DOC)	15800	VR-704	24
Forensic Science Administrator I (formerly PSA Option 7 Forensic Science Administrator function Forensic Bureau ISP)	15911	VR-704	24
Forensic Science Administrator II (formerly PSA Option 7 Forensic Science Administrator function Forensic Bureau ISP)	15912	VR-704	25
Forensic Science Administrator III	15913	VR-704	26
Internal Investigations Principal Evaluation Supervisor (formerly PSA Option 7 Office of Inspector General Investigator function DHS)	21735	VR-704	24
Internal Investigations Supervisor (formerly PSA Option 7 Office of Inspector General Investigator function DHS)	21740	VR-704	24
Juvenile Justice Chief of Security (formerly PSA Option 7 Chief of Security DJJ)	21965	VR-704	24
Juvenile Justice Psychologist Administrator (formerly PSA Option 8K Mental Health Professional function DOC and DJJ)	21967	VR-704	25
Juvenile Justice Unit Superintendent (formerly PSA Option 7 Superintendent function DJJ)	21985	VR-704	25
Law Enforcement Training Administrator (formerly PSA Option 7 Firearms Specialist function ISP, non- sworn)	23260	VR-704	25
Licensing Investigations Supervisor (formerly PSA Option 7 Chief of Medical Investigations, Chief of Health Related Investigations, Chief of Detective/Design Investigations, Chief of Probation Compliance and Chief of General Investigations functions Department of Financial and Professional Regulation (DFPR))	23577	VR-704	25
Narcotics and Currency Unit Supervisor (formerly PSA Option 7 Narcotics and Currency Unit Supervisor ISP, non-sworn)	28750	VR-704	25

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Police Lieutenant	32977	VR-704	24
Public Service Administrator, Option 8L (DOC)	37015	VR-704	24
Sex Offender Registration Unit Supervisor (formerly PSA Option 7 Sex Offender Registry Supervisor ISP, non-sworn)	40700	VR-704	26
Shift Supervisor at Department of Corrections at Correctional Facilities or at Correctional Work Camps – Hired before or on June 30, 2014 (formerly PSA Option 7 Shift Commander function DOC and DJJ)	40800	VR-704	24
Shift Supervisor at Department of Corrections Correctional Work Camps – Hired on or after July 1, 2014 (formerly PSA Option 7 Shift Commander function DOC and DJJ)	40800	VR-704	22
State Police Inspector (formerly PSA Option 7 Inspector function ISP, sworn)	42100	VR-704	26

NOTES: ~~Employer—"Employer" refers to the Illinois Departments of Central Management Services or Department of Corrections, or Department of Juvenile Justice or Department of Financial and Professional Regulation or the Department of Human Services or Illinois Emergency Management Agency as the context may require.~~

~~New Classification Pay Grade Determination—The Employer agrees to negotiate with the Union as to the appropriate pay grade to be assigned to job classifications determined to be in the VR-704 bargaining unit. If no agreement is reached between the parties, the Union shall be allowed to file a grievance in accordance with Article 11 of the Agreement signed September 20, 2019. The grievance shall be filed at step 4 of the grievance procedure. In the event that an appropriate resolution is not reached at step 4, then the issue may be submitted to an arbitrator. The arbitrator shall determine the reasonableness of the proposed salary grade in relationship to: a) The job content and responsibilities attached thereto in comparison with the job content and responsibilities of other position classifications in the classification series and in the bargaining unit; and b) Like positions with similar job content and responsibilities within the labor market generally. The pay grade originally assigned by the Employer shall remain in effect pending the arbitrator's decision.~~

~~DOC/DJJ Only Rest Period—Employees shall not be required to work more than two (2) consecutive shifts except in very extreme emergencies and then only after a minimum period of four (4) hours of paid time for sleep and rest.~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Step Rates~~General Increases~~ – The pay scale for bargaining unit employees accepting a position after April 1, 2013, shall be 5% lower than the ~~agreed-upon~~ salary grade established in the applicable collective bargaining agreement, ~~as set forth~~ except for Step 6 and Step 7, for which the pay scale will be lower by ~~should be established at a difference of~~ 3.5% and 2%, respectively. ~~Upon~~~~That upon~~ reaching Step 8, an employee shall be ~~paid equivalent to Step 8 of the full~~ Step 8 rate as established in the collective bargaining agreement.

General Increases – ~~The pay~~~~Effective January 1, 2020, the pay~~ rates for all bargaining unit classifications and steps shall be increased by the specified percentage amounts effective on the following dates: January 1, 2020, 1.50%; ~~Effective July 1, 2020, the pay rates for all bargaining unit classifications and steps shall be increased by 2.10%;~~ ~~Effective July 1, 2021, the pay rates for all bargaining unit classifications and steps shall be increased by 3.95%; and~~ ~~Effective July 1, 2022, the pay rates for all bargaining unit classifications and steps shall be increased by 3.95%.~~ Pay rates for each step and their effective dates are listed in the rate tables in this Section.

Step Increases – Employees shall receive a step increase to the next higher step upon~~Upon~~ satisfactory completion of ~~twelve (12)~~ months creditable service in a step, ~~employees shall receive a step increase to the next higher step. Other Pay Plan provisions under the Personnel Rules shall apply.~~

Overtime – ~~Employees authorized to work in excess of their work week shall be paid overtime as straight time. Payment shall be in cash or comp time at the discretion of the Employer. For DOC/DJJ only, if comp time is requested and granted by the Employer, employees may accumulate up to sixty (60) hours per fiscal quarter. Any unused comp time shall be liquidated within the fiscal quarter it was earned. Time not taken at the end of the fiscal year shall be liquidated.~~

Holiday – Payment Upon Separation – ~~Upon separation for any reason, the employee shall be paid for all accrued holidays.~~

Shift Differential Pay – ~~Employees shall be paid a shift differential of 75 cents per hour in addition to their base salary rate for all hours worked if their normal work schedule for that day provides that they are scheduled to work and they work half or more of such work hours before 7 a.m. or after 3 p.m. Effective July 1, 2009, employees shall be paid a shift differential of 80 cents per hour in addition to their base salary based on the above criteria. This Section shall not apply to employees~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~who because of "flex time" scheduling made at their request are scheduled and work hours which would otherwise qualify them for premium pay hereunder.~~

~~Shift Preparation/Roll Call Pay—Only the Primary Shift Supervisors on each shift who conducts roll call on the scheduled work days shall be compensated for fifteen (15) minutes for the roll call period at the appropriate rate. Unless specified below, the Primary Shift Supervisors shall receive one half (1/2) hour compensation for shift preparation at the appropriate rate. The Primary Shift Supervisors at facilities which are medium level security or higher, shall receive forty five (45) minutes of shift preparation at the appropriate rate.~~

~~Severance Pay—Where a facility closes permanently or a separately appropriated and funded program is permanently terminated, employees affected thereby with two (2) or more years seniority and on the agency's payroll at the time of such closure or termination, or who were previously laid off as a direct result of such closure or termination, not offered another bargaining unit position as defined below within sixty (60) days of such closure or termination and within fifty (50) miles of the employee's work location, shall be offered severance pay in the amount of one (1) month's compensation at their monthly rate of pay in effect at the time of such closure or termination. Provided, however, that an employee who elects to remain on the layoff list for a period in excess of six (6) months, or who obtains another bargaining unit position, or who refuses an appropriate position offered by the Employer within his/her position classification series (or if his/her classification is the only one in its series, within a comparable classification) shall forfeit any severance pay which is due under this Section. If an employee accepts severance pay he/she shall be considered terminated.~~

~~Attendance in Court—Any employee called for jury duty or subpoenaed by any legislative, judicial, or administrative tribunal, shall be allowed time away from work without loss of pay during his/her working hours for such purposes. An employee subpoenaed by any legislative, judicial or administrative tribunal for non-work related personal litigation shall be granted benefit time, if such time is available or authorized dock time at the employee's choice however, either must be consistent with operational needs. Upon receiving the sum paid for jury service or witness fee, the employee shall submit the warrant, or its equivalent, to the agency to be returned to the fund in the State Treasury from which the original payroll warrant was drawn. Provided, however, an employee may elect to fulfill such call or subpoena on accrued time off and personal leave and retain the full amount received for such service.~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~Maternity/Paternity/Adoption Leave—All employees who provide proof of their pregnancy or that of their female partner at least 30 days prior to the expected due date will be eligible for 10 weeks (50 work days) of paid maternity/paternity leave for each pregnancy resulting in birth or multiple births. Should both parents be employees, each be eligible for 10 weeks of paid maternity/paternity leave which may be taken consecutively or concurrently. No employee will be allowed to take less than a full work week (5 consecutive days). Regardless of the number of pregnancies in a year, no employee shall receive more than 10 weeks (50 work days) of paid leave under this Section per year. The State shall require proof of the birth. In addition, non-married male employees may be required to provide proof of paternity such as a birth certificate or other appropriate documentation confirming paternity. Leaves under this Section shall also be granted in cases of a full term still born child, for a maximum of five (5) weeks. All bargaining unit members are eligible for ten (10) weeks (50 days) of paid leave with a new adoption, with the leave to commence when physical custody of the child has been granted to the member, provided that the member can show that the formal adoption process is underway. In the event the child was in foster care immediately preceding the adoption process the leave will commence once a court order has been issued for permanent placement and the foster parent has been notified of their right to adopt as long as the foster child has not resided in the home for more than three (3) years. The agency personnel office must be notified, and the member must submit proof that the adoption has been initiated. Should both parents be employees, they shall each be eligible for 10 weeks of paid maternity/paternity leave which may be taken consecutively or concurrently. No employee will be allowed to take less than a full work week (5 consecutive work days). Regardless of the number of adoptions in a year no individual shall receive more than 10 weeks (50 work days) of said leave under this Section per year. Maternity/Paternity leave is for the purpose of bonding with the new member of the household. Employees are not eligible for the above referenced leave in the event the adoption is for a step-child or relative with whom the employee has previously established residency, for a period of one (1) year or more.~~

~~Bereavement Leave—Upon request, employees shall be granted paid leave of up to two (2) scheduled work days to attend the funeral or similar service, for related travel, and bereavement time, upon the death of a member of the employee's immediate family. Leave shall be limited one instance per calendar year. Documentation of the reason for the funeral/bereavement leave, attendance at the funeral or similar service, and relationship to the deceased may be required. Immediate family is~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~defined pursuant to this Section as: father, mother, sister, brother, spouse, children, grandparent and grandchildren including relationships established by marriage. For purposes of application of Bereavement Leave, relationships existing due to marriage will terminate upon death or divorce of the relative through whom the marriage relationship exists. Current marital status will be defined in accordance with State law.~~

~~Vacation Payment—If due to operational needs, the Employer cannot grant an employee's request for vacation time within the 24 month period after the expiration of the calendar year such time was earned, such vacation time shall be liquidated in cash at straight time provided the employee has made at least three (3) separate requests with at least five (5) days between each requested time period, for such time within the calendar year preceding liquidation. No salary payment shall be made in lieu of vacation earned but not taken except as provided in this Section and on termination of employment for eligible employees with at least six (6) months of continuous service in which case the effective date of termination shall not be extended by the number of days represented by said salary payment.~~

~~Temporary Assignment Outside the Bargaining Unit—The Employer may temporarily assign a qualified employee to perform the duties of another position classification. To be eligible for temporary assignment pay, the employee must: A. Be assigned and be held accountable, by the Employer, to assume the duties and responsibilities of a higher position classification. B. Perform a preponderance of duties and responsibilities which distinguish the higher level position. C. Perform duties and responsibilities not provided for in their regular position classification. An employee temporarily assigned to the duties of a position classification in an equal or lower pay grade than his/her permanent position classification shall be paid his/her permanent position classification rate. If the employee is temporarily assigned to a position classification having a higher pay grade than his/her permanent position classification the employee shall be paid as if he/she had receiving a promotion into such higher pay grade. The Employer agrees to pay the employees the higher rate so set forth above for the time of such assignment. For the purpose of calculation, any increments of fifteen minutes (15) or more in a temporary assignment, shall be rounded up to the nearest hour. When the Employer makes a temporary assignment, for extended period of time, which is defined as thirty (30) calendar days or more, it will give notice to the employee and the Union of the anticipated length of assignment, the location, the position being assigned, and the operational need for the assignment. Temporary assignments shall not be made for more than six (6) months unless the incumbent is on extended sick,~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~military, or paid administrative leave or has been reassigned due to an investigation, which are beyond the Employer's control. Upon request of the Union, the parties shall meet and discuss the extension of the temporary assignment. The parties shall meet to reach an agreement regarding an extension; however any extension shall not be unreasonably denied. If the Employer desires any further extension the same process shall be used for each extension. No employee shall be required to work in a temporary position in excess of six (6) months without the employee's consent. An employee's refusal to take a temporary assignment which is anticipated to last more than six (6) months will not subject the employee to discipline.~~

~~Temporary Assignments Into the Bargaining Unit—For DOC and DJJ only, when the Employer makes a temporary assignment, for extended periods, which is defined as thirty (30) calendar days or more, it will give notice to the employee and the Union of the anticipated length of assignment, the location, the position being assigned, and the operational need for the assignment. Temporary assignments shall not be made for more than six (6) months unless the incumbent is on extended sick, military, or paid administrative leave or has been reassigned due to an investigation, which are beyond the Employer's control. If the Employer, due to an operational need, requires an extension, beyond six (6), months it shall meet with the Union to request an extension. Such extension shall not be unreasonably denied.~~

~~Clothing and Equipment—The Employer shall provide any special clothing, and/or equipment or the equivalent by reimbursement which is required by the Employer and/or is determined by the Employer as being necessary for such employees to perform their work. The Employer shall provide for the maintenance of all clothing and equipment determined by the Employer as being necessary.~~

~~For ISP Police Lieutenants, Uniform Allowance—A \$400 annual uniform allowance for dry cleaning ISP provided uniforms shall be given at the beginning of each fiscal year.~~

~~Attendance at the Annual Meeting—The Employer shall allow up to three (3) bargaining unit employees per title to attend the annual labor management meetings without loss of pay for their normal work hours. Attendance at such meetings shall not be unreasonably denied but shall not interfere with the agency's operations. Travel expenses associated with these meetings shall be the responsibility of the employee.~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~Attendance at Occasional Meeting—The Employer shall allow up to two (2) bargaining unit employees per title in the Agency with whom the Union is meeting to attend the "occasional" labor management meetings without loss of pay for their normal work hours. Attendance at such meetings shall not be unreasonably denied but shall not interfere with the agency's operations. Determination of attendees and numbers shall be based on discussion with the union and the issues for the meeting. Travel expenses associated with these meetings shall be the responsibility of the employee.~~

~~Union Activity During Work Hours—A Union representative may leave his/her work location to investigate, file, process grievances, or attend grievance hearings, labor-management meetings, or meetings called or agreed to by the Employer, after first notifying and receiving prior approval from his/her supervisor or designee. Approval of such attendance shall be consistent with the Employer's operating needs. The Employer reserves the right to require reasonable documentation in time spent in the aforementioned activities. The Union steward at each facility or work location shall be allowed time off to attend certified stewards training one (1) work day for the term of this agreement. Approval to attend such meeting shall be consistent with the Employer's operating needs. The employee shall provide proof of attendance.~~

~~Fitness for Duty—When the Employer has reason to suspect that an employee is not fit for duty, the Employer may send the employee for a fitness for duty examination. Such examination shall be paid for by the Employer. When the Employer has requested a fitness for duty evaluation which determines the employee is unfit for duty and the employee's physician certifies the employee is fit for duty, the Employer may rely upon the decision of an impartial physician from SERS (State Employee Retirement System) for the employee's fitness for duty. Such examination shall be paid for by the Employer.~~

~~Annual License Renewal—The Employer shall reimburse the Public Service Administrator Option 8L's (Attorneys) at DOC for their annual license renewal with the State of Illinois Attorney Registration and Disciplinary Commission. Food Service Program Managers (formerly PSA Option 8Js) shall be reimbursed for the annual license renewal for the licensure required by the Department of Corrections and the Department of Juvenile Justice. Juvenile Justice Psychologist Administrator, Corrections Psychologist Administrator, Corrections Regional Mental Health Services Administrator, and Developmental Psychological Services Administrator (formerly PSA Option 8K Mental Health Professionals) shall be~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~reimburse for the biennial license renewal for the licensure required by their respective Departments.~~

~~Continuing Legal Education Requirement—The Employer shall provide and subscribe to West's Legal Education Center or other like services, on behalf of each Public Service Administrator Option 8L's (Attorneys) at DOC for the purposes of the employees' compliance with the State of Illinois Continuing Legal Education Requirements. Each employee shall have the capability of tracking credit hours and taking online courses through the program.~~

~~Continuing Education Requirement—Juvenile Justice Psychologist Administrator, Corrections Psychologist Administrator, and Corrections Regional Mental Health Services Administrator (formerly PSA Option 8K Mental Health Professional function at DOC and DJJ)—The Employer shall provide and subscribe (if applicable) to an online service on behalf of each Juvenile Justice Psychologist Administrator, Corrections Psychologist Administrator and Corrections Regional Mental Health Services Administrator, (formerly Public Service Administrator Option 8K Mental Health Professional function at DOC and DJJ) for the purposes of the employees' compliance with the State of Illinois continuing education requirements. Each employee shall have the capability of tracking credit hours and taking online courses through the program.~~

~~Shift Supervisor Correctional Work/Boot Camp—The Shift Supervisor Correctional Work/Boot Camp positions shall be utilized at the following facilities: Southwestern Correctional Center, Green County, Dixon Springs, Pittsfield, Clayton, and DuQuoin.~~

~~Transfer to Non Work/Boot Camp—If a Shift Supervisor at a Work/Boot Camp accepts a transfer to a non Work/Boot Camp he/she shall be placed on the nearest step that shows an increase on the "facility" pay scale utilized upon their original date of hire into the Shift Supervisor position. The pay scales utilized are as follows: Shift Supervisors Hired After April 1, 2013, Shift Supervisors Hired Between August 1, 2010 and April 1, 2013, and the Original Shift Supervisor Pay Scale.~~

~~2015-2019 Backpay—The Employer will pay bargaining unit members for all backpay owed from the wage freeze from 2015 to 2019, including any pay from missed steps or longevity adjustments.~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

2015-2019 Stipend – All bargaining unit employees on active payroll on the date of effectuation of the applicable collective bargaining agreement shall receive a one-~~(1)~~ time stipend of ~~\$2,500~~\$2500 prorated by 25% for each year the employee was employed from July 1, 2015 through June 30, 2019. ~~The stipend shall be paid as soon as practicable after the effectuation of the Agreement.~~

~~Option Clarification – The positions allocated to the Public Service Administrator title that are assigned to the negotiated VR-704 pay grade have the Option 8L. See the definition of option in Section 310.50.~~

Longevity Pay – Effective July 1, 2010, the Step 8 rate shall be increased by \$50 per month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2010. For those employees who attain 15 years continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2010, the Step 8 rate shall be increased by \$75 per month. Effective July 1, 2013, an employee on Step 8, having 10 years of continuous service and three years creditable service at Step 8, shall be paid an additional \$75 per month. An employee with 15 years continuous service and three years of creditable service at Step 8 shall receive an additional \$100 per month.

Hired Before or On March 31, 2013**Effective December 31, 2014****Bargaining Unit: VR-704**

<u>Pay Grade</u>	<u>Pay Plan Code</u>	<u>STEPS</u>							
		<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
22	Q	5871	6058	6245	6573	6896	7219	7552	7870
22	S	5957	6146	6336	6656	6982	7304	7641	7960
24	B	6745	7103	7478	7834	8197	8566	9104	9467
24	Q	7051	7427	7812	8189	8564	8952	9515	9894
24	S	7139	7509	7898	8273	8653	9041	9599	9984
25	B	7190	7583	7982	8380	8779	9178	9768	10159

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

25	Q	7510	7923	8337	8761	9177	9592	10208	10617
25	S	7599	8012	8426	8844	9262	9676	10295	10708
26	B	7671	8092	8522	8953	9370	9790	10424	10840
26	Q	8042	8479	8928	9378	9816	10255	10920	11356
27	B	8190	8635	9092	9552	9999	10448	11123	11568

Effective January 1, 2020
Bargaining Unit: VR-704

Pay Grade	Pay Plan Code	S T E P S							
		1	2	3	4	5	6	7	8
22	Q	5959	6149	6339	6672	6999	7327	7665	7988
22	S	6046	6238	6431	6756	7087	7414	7756	8079
24	B	6846	7210	7590	7952	8320	8694	9241	9609
24	Q	7157	7538	7929	8312	8692	9086	9658	10042
24	S	7246	7622	8016	8397	8783	9177	9743	10134
25	B	7298	7697	8102	8506	8911	9316	9915	10311
25	Q	7623	8042	8462	8892	9315	9736	10361	10776
25	S	7713	8132	8552	8977	9401	9821	10449	10869
26	B	7786	8213	8650	9087	9511	9937	10580	11003
26	Q	8163	8606	9062	9519	9963	10409	11084	11526

Effective July 1, 2020
Bargaining Unit: VR-704

Pay Grade	Pay Plan Code	S T E P S							
		1	2	3	4	5	6	7	8

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

22	Q	6084	6278	6472	6812	7146	7481	7826	8156
22	S	6173	6369	6566	6898	7236	7570	7919	8249
24	B	6990	7361	7749	8119	8495	8877	9435	9811
24	Q	7307	7696	8096	8487	8875	9277	9861	10253
24	S	7398	7782	8184	8573	8967	9370	9948	10347
25	B	7451	7859	8272	8685	9098	9512	10123	10528
25	Q	7783	8211	8640	9079	9511	9940	10579	11002
25	S	7875	8303	8732	9166	9598	10027	10668	11097
26	B	7950	8385	8832	9278	9711	10146	10802	11234
26	Q	8334	8787	9252	9719	10172	10628	11317	11768

Effective July 1, 2021
Bargaining Unit: VR-704

Pay Grade	Pay Plan Code	S T E P S							
		1	2	3	4	5	6	7	8
22	Q	6324	6526	6728	7081	7428	7776	8135	8478
22	S	6417	6621	6825	7170	7522	7869	8232	8575
24	B	7266	7652	8055	8440	8831	9228	9808	10199
24	Q	7596	8000	8416	8822	9226	9643	10251	10658
24	S	7690	8089	8507	8912	9321	9740	10341	10756
25	B	7745	8169	8599	9028	9457	9888	10523	10944
25	Q	8090	8535	8981	9438	9887	10333	10997	11437
25	S	8186	8631	9077	9528	9977	10423	11089	11535
26	B	8264	8716	9181	9644	10095	10547	11229	11678
26	Q	8663	9134	9617	10103	10574	11048	11764	12233

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Effective July 1, 2022
Bargaining Unit: VR-704

Pay Grade	Pay Plan Code	S T E P S							
		1	2	3	4	5	6	7	8
22	Q	6574	6784	6994	7361	7721	8083	8456	8813
22	S	6670	6883	7095	7453	7819	8180	8557	8914
24	B	7553	7954	8373	8773	9180	9593	10195	10602
24	Q	7896	8316	8748	9170	9590	10024	10656	11079
24	S	7994	8409	8843	9264	9689	10125	10749	11181
25	B	8051	8492	8939	9385	9831	10279	10939	11376
25	Q	8410	8872	9336	9811	10278	10741	11431	11889
25	S	8509	8972	9436	9904	10371	10835	11527	11991
26	B	8590	9060	9544	10025	10494	10964	11673	12139
26	Q	9005	9495	9997	10502	10992	11484	12229	12716

Hired On or After April 1, 2013

~~Effective July 1, 2014~~
~~Bargaining Unit: VR-704~~

Pay Grade	Pay Plan Code	<u>S T E P S</u>							
		<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
22	Q	5871	6058	6245	6573	6896	7219	7552	7870
22	S	5957	6146	6336	6656	6982	7304	7641	7960
24	B	6408	6748	7104	7442	7787	8266	8922	9467
24	Q	6698	7056	7421	7780	8136	8639	9325	9894
24	S	6782	7134	7503	7859	8220	8725	9407	9984

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

25	B	6831	7204	7583	7961	8340	8857	9573	10159
25	Q	7135	7527	7920	8323	8718	9256	10004	10617
25	S	7219	7611	8005	8402	8799	9337	10089	10708
26	B	7287	7687	8096	8505	8902	9447	10216	10840
26	Q	7640	8055	8482	8909	9325	9896	10702	11356
27	B	7781	8203	8637	9074	9499	10082	10901	11568

Effective January 1, 2020
Bargaining Unit: VR-704

Pay Grade	Pay Plan Code	S T E P S							
		1	2	3	4	5	6	7	8
22	Q	5959	6149	6339	6672	6999	7327	7665	7988
22	S	6046	6238	6431	6756	7087	7414	7756	8079
24	B	6504	6849	7211	7554	7904	8390	9056	9609
24	Q	6798	7162	7532	7897	8258	8769	9465	10042
24	S	6884	7241	7616	7977	8343	8856	9548	10134
25	B	6933	7312	7697	8080	8465	8990	9717	10311
25	Q	7242	7640	8039	8448	8849	9395	10154	10776
25	S	7327	7725	8125	8528	8931	9477	10240	10869
26	B	7396	7802	8217	8633	9036	9589	10369	11003
26	Q	7755	8176	8609	9043	9465	10044	10863	11526

Effective July 1, 2020
Bargaining Unit: VR-704

S T E P S

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Pay Grade	Pay Plan Code	1	2	3	4	5	6	7	8
22	Q	6084	6278	6472	6812	7146	7481	7826	8156
22	S	6173	6369	6566	6898	7236	7570	7919	8249
24	B	6641	6993	7362	7713	8070	8566	9246	9811
24	Q	6941	7312	7690	8063	8431	8953	9664	10253
24	S	7029	7393	7776	8145	8518	9042	9749	10347
25	B	7079	7466	7859	8250	8643	9179	9921	10528
25	Q	7394	7800	8208	8625	9035	9592	10367	11002
25	S	7481	7887	8296	8707	9119	9676	10455	11097
26	B	7551	7966	8390	8814	9226	9790	10587	11234
26	Q	7918	8348	8790	9233	9664	10255	11091	11768

Effective July 1, 2021
Bargaining Unit: VR-704

Pay Grade	Pay Plan Code	S T E P S							
		1	2	3	4	5	6	7	8
22	Q	6324	6526	6728	7081	7428	7776	8135	8478
22	S	6417	6621	6825	7170	7522	7869	8232	8575
24	B	6903	7269	7653	8018	8389	8904	9611	10199
24	Q	7215	7601	7994	8381	8764	9307	10046	10658
24	S	7307	7685	8083	8467	8854	9399	10134	10756
25	B	7359	7761	8169	8576	8984	9542	10313	10944
25	Q	7686	8108	8532	8966	9392	9971	10776	11437
25	S	7776	8199	8624	9051	9479	10058	10868	11535
26	B	7849	8281	8721	9162	9590	10177	11005	11678

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

26	Q	8231	8678	9137	9598	10046	10660	11529	12233
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Effective July 1, 2022
Bargaining Unit: VR-704

Pay Grade	Pay Plan Code	S T E P S							
		1	2	3	4	5	6	7	8
22	Q	6574	6784	6994	7361	7721	8083	8456	8813
22	S	6670	6883	7095	7453	7819	8180	8557	8914
24	B	7176	7556	7955	8335	8720	9256	9991	10602
24	Q	7500	7901	8310	8712	9110	9675	10443	11079
24	S	7596	7989	8402	8801	9204	9770	10534	11181
25	B	7650	8068	8492	8915	9339	9919	10720	11376
25	Q	7990	8428	8869	9320	9763	10365	11202	11889
25	S	8083	8523	8965	9409	9853	10455	11297	11991
26	B	8159	8608	9065	9524	9969	10579	11440	12139
26	Q	8556	9021	9498	9977	10443	11081	11984	12716

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Section 310.APPENDIX A Negotiated Rates of Pay

Section 310.TABLE T HR-010 (Teachers of Deaf, IFT)

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Plan Code</u>
Educator	13100	HR-010	N

Effective July 1, 2015
Bargaining Unit: HR-010

<u>Lane</u>	<u>Educational Level</u>	<u>STEPS</u>										
		<u>1c</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
1	BA	3135	3238	3342	3445	3635	3832	4023	4229	4427	4854	5049
2	BA + 8 Hours	3234	3341	3447	3554	3744	3949	4154	4370	4576	5014	5215
3	BA + 16 Hours	3316	3425	3535	3644	3860	4076	4288	4493	4720	5178	5385
4	BA + 24 Hours	3409	3521	3634	3746	3973	4196	4418	4648	4868	5344	5560
5	MA	3514	3630	3746	3862	4088	4317	4548	4786	5011	5501	5721
6	MA + 16 Hours	3597	3716	3834	3953	4182	4412	4646	4886	5110	5607	5828
7	MA + 32 Hours	3706	3829	3951	4073	4301	4535	4772	5010	5239	5743	5973

Effective August 16, 2019
Bargaining Unit: HR-010

<u>Lane</u>	<u>Educational Level</u>	<u>STEPS</u>										
		<u>1c</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
1	BA	3135	3238	3342	3445	3635	3832	4023	4229	4427	4854	5049
2	BA + 8 Hours	3234	3341	3447	3554	3744	3949	4154	4370	4576	5014	5215
3	BA + 16 Hours	3316	3425	3535	3644	3860	4076	4288	4493	4720	5178	5385
4	BA + 24 Hours	3409	3521	3634	3746	3973	4196	4418	4648	4868	5344	5560
5	MA	3514	3630	3746	3862	4088	4317	4548	4786	5011	5501	5721
6	MA + 16 Hours	3597	3716	3834	3953	4182	4412	4646	4886	5110	5607	5828
7	MA + 32 Hours	3706	3829	3951	4073	4301	4535	4772	5010	5239	5743	5973

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Effective January 1, 2020
Bargaining Unit: HR-010

<u>Lane</u>	<u>Educational Level</u>	<u>STEPS</u>										
		<u>1c</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
1	BA	3182	3287	3392	3497	3690	3889	4083	4292	4493	4927	5125
2	BA + 8 Hours	3283	3391	3499	3607	3800	4008	4216	4436	4645	5089	5293
3	BA + 16 Hours	3366	3476	3588	3699	3918	4137	4352	4560	4791	5256	5466
4	BA + 24 Hours	3460	3574	3689	3802	4033	4259	4484	4718	4941	5424	5643
5	MA	3567	3684	3802	3920	4149	4382	4616	4858	5086	5584	5807
6	MA + 16 Hours	3651	3772	3892	4012	4245	4478	4716	4959	5187	5691	5915
7	MA + 32 Hours	3762	3886	4010	4134	4366	4603	4844	5085	5318	5829	6063

Effective August 16, 2020
Bargaining Unit: HR-010

<u>Lane</u>	<u>Educational Level</u>	<u>STEPS</u>										
		<u>1c</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
1	BA	3249	3356	3463	3570	3767	3971	4169	4382	4587	5030	5233
2	BA + 8 Hours	3352	3462	3572	3683	3880	4092	4305	4529	4743	5196	5404
3	BA + 16 Hours	3437	3549	3663	3777	4000	4224	4443	4656	4892	5366	5581
4	BA + 24 Hours	3533	3649	3766	3882	4118	4348	4578	4817	5045	5538	5762
5	MA	3642	3761	3882	4002	4236	4474	4713	4960	5193	5701	5929
6	MA + 16 Hours	3728	3851	3974	4096	4334	4572	4815	5063	5296	5811	6039
7	MA + 32 Hours	3841	3968	4094	4221	4458	4700	4946	5192	5430	5951	6190

Effective August 16, 2021
Bargaining Unit: HR-010

<u>Lane</u>	<u>Educational Level</u>	<u>STEPS</u>										
		<u>1c</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
1	BA	3377	3489	3600	3711	3916	4128	4334	4555	4768	5229	5440
2	BA + 8 Hours	3484	3599	3713	3828	4033	4254	4475	4708	4930	5401	5617

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

3	BA + 16 Hours	3573	3689	3808	3926	4158	4391	4618	4840	5085	5578	5801
4	BA + 24 Hours	3673	3793	3915	4035	4281	4520	4759	5007	5244	5757	5990
5	MA	3786	3910	4035	4160	4403	4651	4899	5156	5398	5926	6163
6	MA + 16 Hours	3875	4003	4131	4258	4505	4753	5005	5263	5505	6041	6278
7	MA + 32 Hours	3993	4125	4256	4388	4634	4886	5141	5397	5644	6186	6435

Effective August 16, 2022
Bargaining Unit: HR-010

<u>Lane</u>	<u>Educational Level</u>	<u>STEPS</u>										
		<u>1c</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
1	BA	3510	3627	3742	3858	4071	4291	4505	4735	4956	5436	5655
2	BA + 8 Hours	3622	3741	3860	3979	4192	4422	4652	4894	5125	5614	5839
3	BA + 16 Hours	3714	3835	3958	4081	4322	4564	4800	5031	5286	5798	6030
4	BA + 24 Hours	3818	3943	4070	4194	4450	4699	4947	5205	5451	5984	6227
5	MA	3936	4064	4194	4324	4577	4835	5093	5360	5611	6160	6406
6	MA + 16 Hours	4028	4161	4294	4426	4683	4941	5203	5471	5722	6280	6526
7	MA + 32 Hours	4151	4288	4424	4561	4817	5079	5344	5610	5867	6430	6689

NOTES: ~~Employer—"Employer" refers to the Departments of Central Management Services and Human Services.~~

~~Staff Meetings—Once each month, Educators will attend a staff meeting beginning at 3:10 p.m. and ending no later than 3:55 p.m. Compensation for attendance shall be in an amount equal to one hour's pay at the employee's hourly rate. The date of the meeting shall be announced to the employees no later than 15 calendar days prior to the day of the meeting.~~

~~Individual Education Program (IEP) and Evaluation Report (ER)—As much as possible, IEPs and ERs will be scheduled during the educators' regularly scheduled teaching day. In instances where IEPs and ERs cannot be scheduled from 8:05 a.m. 3:00 p.m. because of scheduling problems, special requests made by parents and/or Local Education Associations (LEAs), IEPs will be scheduled after regular work hours. If an IEP or ER is scheduled or continues beyond 3:00 p.m. the educator will be paid the appropriate hourly rate. If an IEP or ER is scheduled or~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~continues during the Educator's duty free lunch, the Educator will be afforded a duty free lunch or be paid the appropriate hourly rate as determined by the Educator and approved by the Supervising Principal.~~

~~Required Meeting—If an Educator is required to attend a meeting beyond the work year as defined in Section 4.3 of the Agreement or the teaching day as defined in Section 4.1 of the Agreement, the Educator shall be compensated at the individual's hourly rate of pay, subject to the approval of the Supervising Principal. The sections state: Educators will work a normal academic year teaching schedule of 180 days within a 185 day minimum term which will insure at least 176 days of actual pupil attendance as enumerated on form IOE 33-03 (Rev. January 1, 1996) and as approved by the Director of Central Management Services. The regular teaching day shall commence at 8:05 a.m. and shall terminate at 3:00 p.m.~~

~~Free Lunch—Educators shall receive one 40 minute duty free lunch period without a lunch provided unless prior to the beginning of each semester Educators notify the Superintendent in writing of their desire to take their lunch with the students in the cafeteria. Such a lunch shall be provided without cost. For Educators receiving free lunch the Superintendent will at the Superintendent's discretion assign Educators to cafeteria duty. Educators will remain at their designated cafeteria assignments until students have fully completed the lunch meal. In the event that circumstances occur which preclude providing lunch to Educators without cost, the Educators shall receive one 40 minute duty free lunch period.~~

~~Professional Meeting—With prior written approval of the Superintendent, Educators shall be allowed time away from work with pay to attend the following professional meetings: i. Illinois Teachers of Hard-of-Hearing/Deaf Individuals. ii. IFT sponsored workshops for Educators and other professional meetings where appropriate and beneficial to the school's program. iii. The Employer shall not be responsible for any travel or subsistent expenses incurred by the Educator(s) unless mutually agreed otherwise.~~

~~Timer or Scorekeeper—Educators assigned to the activities of Timer or Scorekeeper, as listed in Schedule B of the Agreement and 310.Appendix A Table U, shall be responsible for all home games within that assignment and shall be responsible for obtaining a replacement when necessary. Except in cases of emergency, the Educator must notify the Athletic Director or his/her designee not less than 24 hours prior to the scheduled event of his/her inability to attend and inability to find a replacement. In such cases the Athletic Director or his/her designee shall assign a~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~replacement. Pay for any replacements shall be the responsibility of the Educator regularly assigned to the activity.~~

~~Paid Time Off for Union Business, General Provisions— Employees, Business Agent and Local Union Representatives shall be allowed reasonable time with pay during work hours, except during periods of student contact time, to file, investigate, and process grievances, provided that such activity does not substantially interfere with the employer's operation. Employees shall, after giving appropriate notice to their supervisors, be allowed reasonable time off with pay during working hours to attend grievance hearings or meetings called or agreed to by the Employer, if such Educators are entitled or required to attend such meetings by virtue of being Union representatives, Business Agent, witnesses, or grievants.~~

~~Paid Time Off for Union Business, Time Off for Labor/Management Meetings— For the purpose of maintaining communications between Labor and Management and to cooperatively discuss and solve problems of mutual concern, meetings shall be held between the union representatives and management. An Educator who by virtue of his/her status as a Union representative, Business Agent, or witness, is entitled or required to attend labor/management meetings or other meetings called or agreed to by the employer, shall be paid for work time so used, provided the Educator has received permission from the supervisor for such attendance. The supervisor will not withhold permission unless the Educator's absence would substantially interfere with operations. Time off with pay does not include time spent by the Educator or Union representative during non-scheduled work hours.~~

~~Paid Time Off for Union Business, Time Off for Union Meetings, Caucuses, or Conventions— Time off with pay does not include time spent by the Educator or Union representative during non-scheduled work hours.~~

~~Paid Time Off for Union Business, Limitations on Time Off for Labor/Management Meetings— Employees, Business Agent, and Union representatives may be called to scheduled or unscheduled sessions to conduct Union business. Time off work with pay is not allowed an Educator for purposes of participating in sessions called by a Union. Earned paid time off, such as vacation, holiday, or personal leave, may be used for such purposes provided the constraints and procedures related to these types of time off are observed.~~

~~Paid Time Off for Union Business, Union Representation at Employee Orientation Meeting— The Union Business Agent or other Local 919 representative shall be~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~allowed one hour of paid time to participate in new employee orientation conducted for new bargaining unit members.~~

~~Suspension Pending Discharge—The employer may suspend an employee without pay up to thirty days pending a decision on discharge of the employee. Such actions shall not be subject to the grievance procedure, however if suspension pending discharge is replaced by another disciplinary action, written notice will be issued and such action may be subject to the grievance procedure.~~

~~Class Size—Both parties of the Agreement recognize that class size may vary and agree that good faith efforts should be made to avoid excessive class size. In no case shall class size be used as a punitive measure. In cases of significant, permanent class size changes, the parties recognize the obligation to negotiate over the impact on wages, hours and conditions of employment.~~

~~Substitute Teachers—If a substitute teacher from the substitute list cannot be provided, a teacher who has a preparation period and wants to act as the substitute teacher, may be used as a substitute teacher and be reimbursed at his/her hourly rate of pay in addition to his/her contractual rate of pay.~~

~~Fitness for Duty—When the Employer has requested a fitness for duty evaluation which determines the employee is unfit for duty and the employee's physician certifies the employee is fit for duty, the Employer may rely upon the decision of the impartial physician as to the employee's fitness for duty. Such examination shall be paid for by the employer.~~

~~On-the-job Injury—An Educator who suffers an on-the-job injury or contracts a service-connected disease shall be allowed full pay during the first five calendar days of absence without utilization of any accumulated sick leave or other benefits. Thereafter, the Educator shall be permitted to utilize accumulated sick leave. In the event such service-connected injury or illness becomes a subject of an award by the Industrial Commission, the Educator shall restore to the Employer the dollar equivalent which duplicates payment received as sick leave days, and the Educator's sick leave account shall be credited with sick leave day equivalents.~~

~~Leave for Military Physical Examinations—Educators who are drafted into military service shall be allowed up to three days leave with pay to take a physical examination required by such draft. Upon request, the Educator must provide the~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~employing agency with certification by a responsible authority that the period of leave was actually used for such purpose.~~

~~Court Appearances—Any permanent Educator called for jury duty or subpoenaed by a legislative, judicial, or administrative tribunal, shall be allowed time away from work with pay, except in matters of non-work related personal litigation, for such purposes. Upon receiving the sum paid for jury service or witness fees, the Educator shall submit the warrant, or its equivalent, to the Employer to be returned to the fund in the State Treasury from which the original payroll warrant was drawn. Provided, however, an Educator may elect to fulfill such call or subpoena on accrued time off and personal leave and retain the full amount received for such service. An Educator called for reasons contained herein shall have such days considered as days worked for the purpose of scheduling and shall be given commensurate days off from work on his/her next scheduled work day(s) for any days which he/she would otherwise not have worked.~~

~~Administrative Certification—Effective September 1, 1995, educators with administrative certification shall be allowed one day each school year, without loss of pay, to attend administrators academy workshops needed to maintain certification.~~

~~Maternity/Paternity Leave—All bargaining unit members who show proof of their pregnancy or that of their female partner in the first 20 weeks will be eligible for ten weeks (50 work days) paid maternity/paternity leave for each pregnancy resulting in a birth or multiple births. Such proof shall be provided to the Employer no later than the 24th week of pregnancy. Should both parents be bargaining unit members they shall each be eligible for ten weeks paid maternity/paternity leave, which may be taken consecutively or concurrently. Regardless of the number of pregnancies in a year, no employee shall receive more than 10 weeks (50 work days) of paid leave under this section per year. The State shall require proof of the birth. In addition, non-married male employees may be required to provide proof of paternity such as a birth certificate or other appropriate documentation confirming paternity. Leaves under this Section shall also be granted in cases of a full term still born child for a maximum of five weeks. All bargaining unit members are eligible for ten weeks (50 days) of paid leave with a new adoption, with the leave to commence when physical custody of the child has been granted to the member, provided that the member can show that the formal adoption process is underway. The agency personnel office must be notified, and the member must submit proof that the adoption has been initiated. Should both parents be employees they shall~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~each be eligible for the 10 weeks of paid maternity/paternity leave, which may be taken consecutively or concurrently. Regardless of the number of adoptions in a year no employee shall receive more than 10 weeks (50 work days) of paid leave under this section per year. Employees are not eligible for the above referenced leave in the event the adoption is for a child with whom the employee has previously established residency. Individual bargaining unit members utilizing maternity/paternity leave may choose a voluntary reduction of the total number of days granted to them under Section 21.12 of the Agreement and may choose to substitute other accrued time up to the full ten weeks (50 work days) granted for Maternity/Paternity Leave.~~

~~Bereavement Leave—Upon request, employees shall be granted paid leave of up to two scheduled workdays to attend the funeral or similar service, for related travel and bereavement time upon the death of a member of the employee's immediate family. Leave shall be limited to one instance per calendar year. Documentation of the reason for the funeral/bereavement leave, attendance at the funeral or similar service, and relationship to the deceased may be required. Immediate family is defined pursuant to this Section as: father, mother, sister, brother, spouse, children, grandparent and grandchildren including relationships established by marriage. For purposes of application of Bereavement Leave, relationships existing due to marriage will terminate upon death or divorce of the relative through whom the marriage relationship exists. Current marital status will be defined in accordance with State law.~~

~~Change in Steps, Satisfactory Performance Increase—An Educator who has not attained Step 7 of the appropriate pay lane and whose level of performance has been at a satisfactory level of competence, shall be successively advanced in pay to the next higher step in the salary lane after one year of creditable service in the same class. A satisfactory performance increase shall become effective on the first day of the month within which the required period of creditable service is reached. No satisfactory performance increase may be given after the effective date of separation.~~

~~Change in Steps, Withholding Satisfactory Performance Increase—As an inducement toward attainment of satisfactory level of competence, Satisfactory Performance Increase may be withheld from an Educator who has not achieved a satisfactory level of performance. Such action must be supported by: i. A performance record showing less than satisfactory performance. This must be prepared by the appropriate supervisor, discussed with the Educator and approved by the agency~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~head prior to the date the increase would otherwise become effective. The performance record will not be invalidated by refusal of an Educator to sign. In such cases an explanatory comment shall be made on the record by the supervisor. This record will be preserved by the agency. ii. Notice of withholding of Satisfactory Performance Increases to the Department of Central Management Services — It shall be reported upon completion of action required by (i) above, but not later than the submission of the payroll reflecting the denial of the increase.~~

~~Change in Steps, Redetermination — A Satisfactory Performance Increase previously withheld shall be granted when the cause for withholding has been eliminated. Redetermination must be made at least annually. In such cases the increases will be effective the first day of the month following date of approval and will be preceded by the preparation and filing of a performance record within the agency indicating the attainment of satisfactory level of competence.~~

~~General Increases — The pay rates for all bargaining unit classifications and steps shall be increased: by 1.50%, effective January 1, 2020; by 2.10%, effective August 16, 2020; by 3.95%, effective August 16, 2021; and by 3.95%, effective August 16, 2022. Pay rates for each step and their effective dates are listed in the rate tables in this Section.~~

~~Change in Educational Pay Lanes — An Educator shall advance vertically on the salary schedule by obtaining additional college credits from accredited institutions of higher learning. The B.A. plus hours and M.A. plus hours must be earned in course work bearing previous written approval of the Superintendent. Salary adjustments on the basis of earning additional professional training will be made upon presentation of an official notice from the institution granting the credit in the form of an official transcript. The increase in salary will become effective with the pay period following the pay period in which work was performed with the additional professional training, provided that notice be given ten days prior to the pay period.~~

~~Holiday Pay — Full-time Educators shall receive double time cash payment for work performed on any holidays designated in the Rules of the Department of Central Management Services, which occur during the academic year. Such holidays shall be designated in the school calendar at the discretion of the Superintendent or his/her designee with the employees receiving a minimum four holidays per academic year and five holidays in an election year. Beginning in academic year 2005-2006 the employees shall receive, under the above provision, a minimum five holidays per academic year and six holidays in an election year. If school is~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~cancelled on a holiday and rescheduled for another pre-determined snow day, employees shall be entitled to double-time cash payment for work performed on the rescheduled day.~~

~~Vacation Pay—Permanent, full-time Educators shall earn vacation in accordance with the following schedule: 1-5 years completed, 5 vacation days paid; 6-9 years completed, 6 vacation days paid; 10-14 years completed, 10 vacation days paid; 15-19 years completed, 13 vacation days paid; 20-25 years completed, 16 vacation days paid; 26+ years completed, 19 vacation days paid. Payment for such vacation shall be paid in cash at the end of each academic year in which it was earned unless the Superintendent at his/her discretion grants Educator requests for vacation time use during the school year. Subject to audit verification, the parties of the Agreement agree that any discrepancy in the administration of this section shall be adjusted for each individual employee upon separation or retirement as it relates to the appropriate number of vacation days per years of service. For purposes of vacation pay, completion of year(s) of service shall mean completion of a full academic year, including an educator's first academic year. This provision applies to employees on the active payroll as of August 1, 1997.~~

~~Summer Employment—Educators shall be in "non pay" status during the period between the ending of an academic year and the beginning of the subsequent academic year. However, when the school designates Educators to work during such period, the Educator shall be compensated for each full day worked at their daily rate of pay except for positions funded by grants. Educators during summer employment shall not accrue personal business or sick leave credits for such summer work.~~

~~Payment for Specified Extracurricular Activities—No additional compensation shall be paid to an Educator unless he/she is assigned extracurricular activities as listed in 310.Appendix A Table U. The current pay scale as set forth in 310.Appendix A Table U shall remain at the current rates for the duration of this Agreement. 310.Appendix A Table U shall remain in the contract for reference. An Educator assigned to such extracurricular activities shall receive, in addition to the compensation provided in this Section, the appropriate compensation in 310.Appendix A Table U. The appropriate amount will be paid in one warrant at the end of the season or academic year.~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~School Improvement Pay—For the addition of 6 designated school improvement meetings, full-time educators shall earn one day of comp time, to be paid at their daily rate of pay, in June of the academic year.~~

~~180 Day Rate Pay Calculation—The monthly salary multiplied by twelve and divided by 180 days shall equal the daily rate of pay. The daily rate of pay divided by 6.25 shall equal the hourly rate of pay. If an educator separates from employment prior the completion of the 180-day school calendar year, the educator shall receive payment for the days utilizing the following formula. The actual days worked will be multiplied by their daily rate of pay and then subtracting the salary already received from the Employer. Educators completing the full 180 days of the school calendar year shall receive their full annual salary for the year.~~

~~2015-2019 Salary History—Employees shall have their salary history rebuilt and employees shall be placed on the correct step and/or longevity for the salary steps missed during the 2015-2019 contract years.~~

~~Bilingual Pay—For positions for which job descriptions require the use of sign language, or which require the employee to be bilingual, bilingual pay is paid on a percentage scale based on the sign communication proficiency interview (SCPI) test. An employee is paid the following percentage of the employee's monthly base salary depending on the skill level that the employee achieved on the SCPI test and paid monthly as bilingual pay in addition to the base salary:~~

- ~~1% Survival~~
- ~~2% Survival Plus~~
- ~~3% Intermediate~~
- ~~4% Intermediate Plus~~
- ~~5% Advanced~~

Longevity Pay – Effective August 16, 2000, the Step 7 was increased by \$25 per month for the employees who attained 10 years of continuous service and have three or more years of creditable service on Step 7 in the same pay grade. Effective August 16, 2004, the Step 8 rate was increased by \$25 per month for the employees who attained 10 years of continuous service and have three years or more years of creditable service on Step 8 in the same or higher pay grade. For the employees who attained 15 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade, the Step 8 rate was raised by \$50 per month. Longevity is paid each month per calendar year.

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Effective August 16, 2010, the Step 8 was raised by \$50 per month for the employees who attained 10 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before August 16, 2010. For the employees who attained 15 years of continuous service and have three or more years of creditable service on Step 7 in the same or higher pay grade on or before August 16, 2010, the Step 8 rate was increased by \$75 per month. Effective August 16, 2013, the Step 8 was raised by \$25 per month to \$75 per month for the employees who attained 10 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before August 16, 2013. For the employees who attained 15 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before August 16, 2013, the Step 8 rate was increased by \$25 per month to \$100 per month. Employees who are eligible for longevity on or before January 1, 2002 shall continue to receive longevity pay after being placed on Step 8 while they remain in the same or lower pay grade. Employees not eligible for longevity pay on or before the date they are placed on Step 8 shall begin to receive longevity pay after three years or more of creditable service on Step 8.

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Section 310.APPENDIX A Negotiated Rates of Pay**Section 310.TABLE V CU-500 (Supervisory Employees in Corrections and Juvenile Justice, AFSCME)**

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Grade</u>
Correctional Casework Supervisor	09655	CU-500	20
Correctional Lieutenant	09673	CU-500	19
Corrections Clerk III	09773	CU-500	16
Corrections Food Service Supervisor III	09795	CU-500	18
Corrections Identification Supervisor	09800	CU-500	19
Corrections Industry Supervisor	09807	CU-500	18
Corrections Laundry Manager II	09809	CU-500	17
Corrections Leisure Activity Specialist IV	09814	CU-500	20
Corrections Maintenance Supervisor	09822	CU-500	17
Corrections Residence Counselor II	09838	CU-500	17
Corrections Supply Supervisor III	09863	CU-500	18
Corrections Treatment Officer Supervisor	09865	CU-500	21
Juvenile Justice Supervisor	21980	CU-500	21
Juvenile Justice Youth and Family Specialist Supervisor	21995	CU-500	22
Property and Supply Clerk III	34793	CU-500	08
Public Service Administrator, Option 7	37015	CU-500	24
Storekeeper III	43053	CU-500	13

NOTES: ~~Maximum Security Pay—Effective January 1, 2018, for all employees who are currently receiving maximum security pay, and are not working at a maximum security facility, the maximum security pay shall be removed.~~

Stipend – Effective June 30, 2019, and paid upon ratification of the collective bargaining agreement ~~Agreement signed August 21, 2019, provided that ratification occurs prior to August 15, 2019,~~ all bargaining unit employees shall receive a one-time stipend of \$2,500 prorated by 25% for each year the employee was employed from July 1, 2015 through June 30, 2019.

Sub-Steps – Step 1a, 1b, and 1c shall be implemented for all employees hired on or after May 20, 2013, with a 3% step differential. Effective July 1, 2019, Step 1a, 1b, and 1c shall be increased by \$25 per month, with subsequent \$25 per month increases effective. ~~Effective July 1, 2020 and, Step 1a, 1b, and 1c shall be increased by an additional \$25 per month. Effective July 1, 2021, Step 1a, 1b, and 1c shall be increased by an additional \$25 per month. The rates are set out in the~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~rate tables below.~~

General Increases – ~~The pay~~Effective January 1, 2020, the pay rates for all bargaining unit classifications and steps shall be increased by the specified percentage amounts effective on the following dates: January 1, 2020, 1.50%; ~~which rates are set out in a rate table below.~~ Effective July 1, 2020, the pay rates for all bargaining unit classifications and steps shall be increased by 2.10%; ~~which rates are set out in a rate table below.~~ Effective July 1, 2021, the pay rates for all bargaining unit classifications and steps shall be increased by 3.95%; and which rates are set out in rate table below. Effective July 1, 2022, the pay rates for all bargaining unit classifications and steps shall be increased by 3.95%, ~~which rates are set out in a rate table below.~~ Pay rates for each step and their effective dates are listed in the rate tables in this Section.

Longevity Pay – Effective July 1, 2013 and 2014, the pay rates for all unit classifications and steps shall be increased by 2%. Effective July 1, 2013, the Step 8 rate shall be increased by \$25 per month to \$75 per month for those employees who attain 10 years of continuous service and three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2013. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2013, the Step 8 rate shall be increased by \$25 per month to \$100 per month.

~~Shift Differential Pay—Employees shall be paid a shift differential of \$0.52 per hour in addition to their base salary rate for all hours worked if their normal work schedule for that day provides that they are scheduled to work and they work ½ or more of the work hours before 7:00 a.m. or after 3:00 p.m. Effective January 1, 2009, employees shall be paid a shift differential of \$0.75 per hour in addition to their base salary based on the criteria in this Note. Effective July 1, 2009, employees shall be paid a shift differential of \$0.80 per hour in addition to their base salary based on the criteria in this Note. Incumbents who currently receive a percentage shift differential providing more than the cents per hour indicated above based on the base rate of pay prior to the effective date shall have the percentage converted to the cents per hour equivalent rounded to the nearest cent and shall continue to receive the higher cents per hour rate. When, in past practice, the payment has been for all paid time, it shall continue as such. Such payment shall be for all paid time irrespective of the past practice. This shall not apply to~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~employees who because of "flex time" scheduling made at their request are scheduled and work hours which would otherwise qualify them for premium pay.~~

~~Effective July 1, 2019
Bargaining Unit: CU-500~~

03.5	Q	2763	2852	2942	3008	3082	3165	3241	3314	3398	3542	3685
		STEPS										
	Pay Plan Code	<u>1e</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
08	Q	3146	3249	3352	3430	3536	3640	3756	3857	3968	4149	4317
13	Q	3738	3860	3983	4080	4232	4399	4569	4728	4904	5180	5387
16	Q	4249	4388	4527	4641	4844	5061	5271	5481	5705	6028	6269
16	S	4323	4465	4607	4724	4931	5148	5355	5569	5790	6117	6361
17	Q	4446	4592	4737	4858	5086	5315	5535	5761	5989	6342	6593
17	S	4525	4673	4822	4945	5171	5402	5622	5847	6072	6428	6685
18	Q	4674	4827	4981	5109	5356	5602	5854	6089	6332	6701	6970
18	S	4758	4914	5070	5201	5443	5690	5939	6178	6416	6790	7062
19	Q	4929	5090	5253	5389	5658	5917	6191	6447	6715	7111	7396
19	S	5006	5170	5334	5473	5740	6002	6278	6532	6800	7200	7489
20	Q	5200	5371	5542	5688	5966	6242	6534	6812	7092	7515	7816
20	S	5280	5452	5626	5774	6056	6333	6624	6903	7178	7604	7909
21	Q	5482	5662	5842	5997	6303	6597	6907	7217	7514	7976	8295
21	S	5564	5746	5929	6086	6387	6688	6993	7305	7599	8063	8386
22	Q	5704	5892	6079	6241	6564	6642	7200	7529	7841	8320	8650
22	S	5786	5977	6166	6331	6644	6967	7283	7615	7927	8407	8741

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

24	Q	6526	6741	6955	7144	7519	7904	8280	8657	9044	9607	9994
24	S	6603	6820	7036	7229	7601	7991	8367	8743	9133	9694	10081

Effective January 1, 2020
Bargaining Unit: CU-500

<u>Pay Grade</u>	<u>Pay Plan Code</u>	STEPS										
		<u>1e</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
08	Q	3193	3298	3402	3481	3589	3695	3812	3915	4028	4211	4382
13	Q	3794	3918	4043	4141	4295	4465	4638	4799	4978	5258	5468
16	Q	4313	4454	4595	4711	4917	5137	5350	5563	5791	6118	6363
16	S	4388	4532	4676	4795	5005	5225	5435	5653	5877	6209	6456
17	Q	4513	4661	4808	4931	5162	5395	5618	5847	6079	6437	6692
17	S	4593	4743	4894	5019	5249	5483	5706	5935	6163	6524	6785
18	Q	4744	4899	5056	5186	5436	5686	5942	6180	6427	6802	7075
18	S	4829	4988	5146	5279	5525	5775	6028	6271	6512	6892	7168
19	Q	5003	5166	5332	5470	5743	6006	6284	6544	6816	7218	7507
19	S	5081	5248	5414	5555	5826	6092	6372	6630	6902	7308	7601
20	Q	5278	5452	5625	5773	6055	6336	6632	6914	7198	7628	7933
20	S	5359	5534	5710	5861	6147	6428	6723	7007	7286	7718	8028
21	Q	5564	5747	5930	6087	6398	6696	7011	7325	7627	8096	8419
21	S	5647	5832	6018	6177	6483	6788	7098	7415	7713	8184	8512
22	Q	5790	5980	6170	6335	6662	6742	7308	7642	7959	8445	8780
22	S	5873	6067	6258	6426	6744	7072	7392	7729	8046	8533	8872

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

24	Q	6624	6842	7059	7251	7632	8023	8404	8787	9180	9751	10144
24	S	6702	6922	7142	7337	7715	8111	8493	8874	9270	9839	10232

Effective July 1, 2020
Bargaining Unit: CU-500

<u>Pay Grade</u>	<u>Pay Plan Code</u>	S T E P S										
		<u>1c</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
08	Q	3285	3392	3498	3554	3664	3773	3892	3997	4113	4299	4474
13	Q	3899	4025	4153	4228	4385	4559	4735	4900	5083	5368	5583
16	Q	4429	4573	4716	4810	5020	5245	5462	5680	5913	6246	6497
16	S	4505	4652	4799	4896	5110	5335	5549	5772	6000	6339	6592
17	Q	4633	4784	4934	5035	5270	5508	5736	5970	6207	6572	6833
17	S	4714	4868	5022	5124	5359	5598	5826	6060	6292	6661	6927
18	Q	4869	5027	5187	5295	5550	5805	6067	6310	6562	6945	7224
18	S	4955	5118	5279	5390	5641	5896	6155	6403	6649	7037	7319
19	Q	5133	5299	5469	5585	5864	6132	6416	6681	6959	7370	7665
19	S	5213	5383	5553	5672	5948	6220	6506	6769	7047	7461	7761
20	Q	5414	5591	5768	5894	6182	6469	6771	7059	7349	7788	8100
20	S	5497	5675	5855	5984	6276	6563	6864	7154	7439	7880	8197
21	Q	5706	5893	6080	6215	6532	6837	7158	7479	7787	8266	8596
21	S	5791	5979	6169	6307	6619	6931	7247	7571	7875	8356	8691
22	Q	5937	6131	6325	6468	6802	6884	7461	7802	8126	8622	8964
22	S	6021	6219	6414	6561	6886	7221	7547	7891	8215	8712	9058

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

24	Q	6788	7011	7232	7403	7792	8191	8580	8972	9373	9956	10357
24	S	6868	7092	7317	7491	7877	8281	8671	9060	9465	10046	10447

Effective July 1, 2021
Bargaining Unit: CU-500

<u>Pay Grade</u>	<u>Pay Plan Code</u>	S T E P S										
		<u>1c</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
08	Q	3440	3551	3661	3694	3809	3922	4046	4155	4275	4469	4651
13	Q	4078	4209	4342	4395	4558	4739	4922	5094	5284	5580	5804
16	Q	4629	4779	4927	5000	5218	5452	5678	5904	6147	6493	6754
16	S	4708	4861	5014	5089	5312	5546	5768	6000	6237	6589	6852
17	Q	4841	4998	5154	5234	5478	5726	5963	6206	6452	6832	7103
17	S	4925	5085	5245	5326	5571	5819	6056	6299	6541	6924	7201
18	Q	5086	5251	5417	5504	5769	6034	6307	6559	6821	7219	7509
18	S	5176	5345	5513	5603	5864	6129	6398	6656	6912	7315	7608
19	Q	5361	5533	5710	5806	6096	6374	6669	6945	7234	7661	7968
19	S	5444	5621	5797	5896	6183	6466	6763	7036	7325	7756	8068
20	Q	5653	5837	6021	6127	6426	6725	7038	7338	7639	8096	8420
20	S	5739	5924	6111	6220	6524	6822	7135	7437	7733	8191	8521
21	Q	5956	6151	6345	6460	6790	7107	7441	7774	8095	8593	8936
21	S	6045	6240	6438	6556	6880	7205	7533	7870	8186	8686	9034
22	Q	6197	6398	6600	6723	7071	7156	7756	8110	8447	8963	9318
22	S	6284	6490	6692	6820	7158	7506	7845	8203	8539	9056	9416

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

24	Q	7081	7313	7543	7695	8100	8515	8919	9326	9743	10349	10766
24	S	7164	7397	7631	7787	8188	8608	9014	9418	9839	10443	10860

Effective July 1, 2022
Bargaining Unit: CU-500

<u>Pay</u> <u>Grade</u>	<u>Pay</u> <u>Plan</u> <u>Code</u>	S T E P S										
		<u>1c</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
08	Q	3576	3691	3806	3840	3959	4077	4206	4319	4444	4646	4835
13	Q	4239	4375	4514	4569	4738	4926	5116	5295	5493	5800	6033
16	Q	4812	4968	5122	5198	5424	5667	5902	6137	6390	6749	7021
16	S	4894	5053	5212	5290	5522	5765	5996	6237	6483	6849	7123
17	Q	5032	5195	5358	5441	5694	5952	6199	6451	6707	7102	7384
17	S	5120	5286	5452	5536	5791	6049	6295	6548	6799	7197	7485
18	Q	5287	5458	5631	5721	5997	6272	6556	6818	7090	7504	7806
18	S	5380	5556	5731	5824	6096	6371	6651	6919	7185	7604	7909
19	Q	5573	5752	5936	6035	6337	6626	6932	7219	7520	7964	8283
19	S	5659	5843	6026	6129	6427	6721	7030	7314	7614	8062	8387
20	Q	5876	6068	6259	6369	6680	6991	7316	7628	7941	8416	8753
20	S	5966	6158	6352	6466	6782	7091	7417	7731	8038	8515	8858
21	Q	6191	6394	6596	6715	7058	7388	7735	8081	8415	8932	9289
21	S	6284	6486	6692	6815	7152	7490	7831	8181	8509	9029	9391
22	Q	6442	6651	6861	6989	7350	7439	8062	8430	8781	9317	9686
22	S	6532	6746	6956	7089	7441	7802	8155	8527	8876	9414	9788

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

24	Q	7361	7602	7841	7999	8420	8851	9271	9694	10128	10758	11191
24	S	7447	7689	7932	8095	8511	8948	9370	9790	10228	10855	11289

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Section 310.APPENDIX A Negotiated Rates of Pay**Section 310.TABLE W RC-062 (Technical Employees, AFSCME)**

Title	Title Code	Bargaining Unit	Pay Grade
Accountant	00130	RC-062	14
Accountant Advanced	00133	RC-062	16
Accountant Supervisor	00135	RC-062	18
Accounting and Fiscal Administration Career Trainee	00140	RC-062	12
Activity Therapist	00157	RC-062	15
Activity Therapist Coordinator	00160	RC-062	17
Activity Therapist Supervisor	00163	RC-062	20
Actuarial Assistant	00187	RC-062	16
Actuarial Examiner	00195	RC-062	16
Actuarial Examiner Trainee	00196	RC-062	13
Actuarial Senior Examiner	00197	RC-062	19
Actuary I	00201	RC-062	20
Actuary II	00202	RC-062	24
Agricultural Market News Assistant	00804	RC-062	12
Agricultural Marketing Reporter	00807	RC-062	18
Agricultural Marketing Representative	00810	RC-062	18
Agriculture Land and Water Resource Specialist I	00831	RC-062	14
Agriculture Land and Water Resource Specialist II	00832	RC-062	17
Agriculture Land and Water Resource Specialist III	00833	RC-062	20
Aircraft Pilot I	00955	RC-062	19
Aircraft Pilot II	00956	RC-062	22
Aircraft Pilot II – Dual Rating	00957	RC-062	23
Appraisal Specialist I	01251	RC-062	14
Appraisal Specialist II	01252	RC-062	16
Appraisal Specialist III	01253	RC-062	18
Arts Council Associate	01523	RC-062	12
Arts Council Program Coordinator	01526	RC-062	18
Arts Council Program Representative	01527	RC-062	15
Assignment Coordinator	01530	RC-062	20
Bank Examiner I	04131	RC-062	16
Bank Examiner II	04132	RC-062	19
Bank Examiner III	04133	RC-062	22
Behavioral Analyst Associate	04355	RC-062	15

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Behavioral Analyst I	04351	RC-062	17
Behavioral Analyst II	04352	RC-062	19
Business Administrative Specialist	05810	RC-062	16
Business Manager	05815	RC-062	18
Buyer	05900	RC-062	18
Cancer Registrar I	05951	RC-062	14
Cancer Registrar II	05952	RC-062	16
Cancer Registrar III	05953	RC-062	20
Cancer Registrar Assistant Manager	05954	RC-062	22
Cancer Registrar Manager	05955	RC-062	24
Capital Development Board Account Technician	06515	RC-062	11
Capital Development Board Art in Architecture Technician	06533	RC-062	12
Capital Development Board Construction Support Analyst	06520	RC-062	11
Capital Development Board Project Technician	06530	RC-062	12
Chemist I	06941	RC-062	16
Chemist II	06942	RC-062	19
Chemist III	06943	RC-062	21
Child Protection Advanced Specialist	07161	RC-062	19
Child Protection Associate Specialist	07162	RC-062	16
Child Protection Specialist	07163	RC-062	18
Child Support Specialist I	07198	RC-062	16
Child Support Specialist II	07199	RC-062	17
Child Support Specialist Trainee	07200	RC-062	12
Child Welfare Associate Specialist	07216	RC-062	16
Child Welfare Staff Development Coordinator IV	07204	RC-062	22
Children and Family Service Intern – Option I	07241	RC-062	12
Children and Family Service Intern – Option II	07242	RC-062	15
Clinical Laboratory Technologist I	08220	RC-062	18
Clinical Laboratory Technologist II	08221	RC-062	19
Clinical Laboratory Technologist Trainee	08229	RC-062	14
Communications Systems Specialist	08860	RC-062	23
Community Management Specialist I	08891	RC-062	15
Community Management Specialist II	08892	RC-062	17
Community Management Specialist III	08893	RC-062	19
Community Planner I	08901	RC-062	15
Community Planner II	08902	RC-062	17
Community Planner III	08903	RC-062	19
Conservation Education Representative	09300	RC-062	12
Conservation Grant Administrator I	09311	RC-062	18

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Conservation Grant Administrator II	09312	RC-062	20
Conservation Grant Administrator III	09313	RC-062	22
Construction Program Assistant	09525	RC-062	12
Correctional Counselor I	09661	RC-062	15
Correctional Counselor II	09662	RC-062	17
Correctional Counselor III	09663	RC-062	19
Corrections Apprehension Specialist	09750	RC-062	19
Corrections Industries Marketing Representative	09803	RC-062	17
Corrections Law Library Assistant	09819	RC-062	14
Corrections Leisure Activities Specialist I	09811	RC-062	15
Corrections Leisure Activities Specialist II	09812	RC-062	17
Corrections Leisure Activities Specialist III	09813	RC-062	19
Corrections Parole Agent	09842	RC-062	17
Corrections Senior Parole Agent	09844	RC-062	19
Criminal Intelligence Analyst I	10161	RC-062	18
Criminal Intelligence Analyst II	10162	RC-062	20
Criminal Intelligence Analyst Specialist	10165	RC-062	22
Criminal Justice Specialist I	10231	RC-062	16
Criminal Justice Specialist II	10232	RC-062	20
Criminal Justice Specialist Trainee	10236	RC-062	13
Curator of the Lincoln Collection	10750	RC-062	16
Data Processing Supervisor I	11435	RC-062	11
Data Processing Supervisor II	11436	RC-062	14
Data Processing Supervisor III	11437	RC-062	18
Day Care Licensing Representative I	11471	RC-062	16
Developmental Disabilities Council Program Planner I	12361	RC-062	12
Developmental Disabilities Council Program Planner II	12362	RC-062	16
Developmental Disabilities Council Program Planner III	12363	RC-062	18
Dietary Manager I	12501	RC-062	16
Dietary Manager II	12502	RC-062	18
Dietitian	12510	RC-062	15
Disability Appeals Officer	12530	RC-062	22
Disability Claims Adjudicator I	12537	RC-062	16
Disability Claims Adjudicator II	12538	RC-062	18
Disability Claims Adjudicator Trainee	12539	RC-062	13
Disability Claims Analyst	12540	RC-062	21
Disability Claims Specialist	12558	RC-062	19
Disaster Services Planner	12585	RC-062	19
Document Examiner	12640	RC-062	22

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Economic Development Representative I	12931	RC-062	17
Economic Development Representative II	12932	RC-062	19
Educational Diagnostician	12965	RC-062	12
Employment Security Field Office Supervisor	13600	RC-062	20
Employment Security Manpower Representative I	13621	RC-062	12
Employment Security Manpower Representative II	13622	RC-062	14
Employment Security Program Representative	13650	RC-062	14
Employment Security Program Representative – Intermittent	13651	RC-062	14H
Employment Security Service Representative	13667	RC-062	16
Employment Security Service Representative (Intermittent)	13667	RC-062	16H
Employment Security Specialist I	13671	RC-062	14
Employment Security Specialist II	13672	RC-062	16
Employment Security Specialist III	13673	RC-062	19
Employment Security Tax Auditor I	13681	RC-062	17
Employment Security Tax Auditor II	13682	RC-062	19
Energy and Natural Resources Specialist I	13711	RC-062	15
Energy and Natural Resources Specialist II	13712	RC-062	17
Energy and Natural Resources Specialist III	13713	RC-062	19
Energy and Natural Resources Specialist Trainee	13715	RC-062	12
Engineering Technician IV (Department of Public Health)	13734	RC-062	18
Environmental Health Specialist I	13768	RC-062	14
Environmental Health Specialist II	13769	RC-062	16
Environmental Health Specialist III	13770	RC-062	18
Environmental Protection Associate	13785	RC-062	12
Environmental Protection Specialist I	13821	RC-062	14
Environmental Protection Specialist II	13822	RC-062	16
Environmental Protection Specialist III	13823	RC-062	18
Environmental Protection Specialist IV	13824	RC-062	22
Equal Pay Specialist	13837	RC-062	17
Executive I	13851	RC-062	18
Executive II	13852	RC-062	20
Financial Institutions Examiner I	14971	RC-062	16
Financial Institutions Examiner II	14972	RC-062	19
Financial Institutions Examiner III	14973	RC-062	22
Financial Institutions Examiner Trainee	14978	RC-062	13
Firearms Eligibility Analyst I	15371	RC-062	13
Firearms Eligibility Analyst II	15372	RC-062	16
Firearms Eligibility Analyst Trainee	15375	RC-062	11
Fire Protection Specialist I	15351	RC-062	16

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Flight Safety Coordinator	15640	RC-062	22
Forensic Scientist I	15891	RC-062	18
Forensic Scientist II	15892	RC-062	20
Forensic Scientist III	15893	RC-062	22
Forensic Scientist Trainee	15897	RC-062	15
Gaming Licensing Analyst	17171	RC-062	15
Gaming Operations Supervisor	17181	RC-062	26
Gaming Senior Special Agent	17191	RC-062	23
Gaming Shift Supervisor	17187	RC-062	24
Gaming Special Agent	17192	RC-062	19
Gaming Special Agent Trainee	17195	RC-062	14
Gaming Unit Supervisor	17201	RC-062	26
Guardianship Representative	17710	RC-062	17
Habilitation Program Coordinator	17960	RC-062	17
Handicapped Services Representative I	17981	RC-062	11
Health Facilities Surveyor I	18011	RC-062	16
Health Facilities Surveyor II	18012	RC-062	19
Health Facilities Surveyor III	18013	RC-062	20
Health Information Administrator	18041	RC-062	15
Health Services Investigator I – Opt. A	18181	RC-062	19
Health Services Investigator II – Opt. A	18185	RC-062	22
Health Services Investigator II – Opt. C	18187	RC-062	25
Historical Documents Conservator I	18981	RC-062	13
Historical Exhibits Designer	18985	RC-062	15
Historical Research Editor II	19002	RC-062	14
Human Relations Representative	19670	RC-062	16
Human Resources Representative	19692	RC-062	17
Human Resources Specialist	19693	RC-062	20
Human Rights Investigator I	19774	RC-062	16
Human Rights Investigator II	19775	RC-062	18
Human Rights Investigator III	19776	RC-062	19
Human Rights Mediator	19771	RC-062	17
Human Rights Specialist I	19778	RC-062	14
Human Rights Specialist II	19779	RC-062	16
Human Rights Specialist III	19780	RC-062	18
Human Services Casework Manager	19788	RC-062	20
Human Services Caseworker	19785	RC-062	16
Human Services Grants Coordinator I	19791	RC-062	14
Human Services Grants Coordinator II	19792	RC-062	17

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Human Services Grants Coordinator III	19793	RC-062	20
Human Services Grants Coordinator Trainee	19796	RC-062	12
Human Services Sign Language Interpreter	19810	RC-062	16
Iconographer	19880	RC-062	12
Industrial and Community Development Representative I	21051	RC-062	17
Industrial and Community Development Representative II	21052	RC-062	19
Industrial Services Consultant I	21121	RC-062	14
Industrial Services Consultant II	21122	RC-062	16
Industrial Services Consultant Trainee	21125	RC-062	11
Industrial Services Hygienist	21127	RC-062	19
Industrial Services Hygienist Technician	21130	RC-062	16
Industrial Services Hygienist Trainee	21133	RC-062	12
Information Technology/Communication Systems Specialist I	21216	RC-062	19
Information Technology/Communication Systems Specialist II	21217	RC-062	24
Instrument Designer	21500	RC-062	18
Insurance Analyst III	21563	RC-062	14
Insurance Analyst IV	21564	RC-062	16
Insurance Company Claims Examiner II	21602	RC-062	19
Insurance Company Field Staff Examiner	21608	RC-062	16
Insurance Company Financial Examiner Trainee	21610	RC-062	13
Insurance Performance Examiner I	21671	RC-062	14
Insurance Performance Examiner II	21672	RC-062	17
Insurance Performance Examiner III	21673	RC-062	20
Intermittent Unemployment Insurance Representative	21689	RC-062	12H
Internal Auditor I	21721	RC-062	17
Internal Security Investigator I, not Department of Corrections	21731	RC-062	18
Internal Security Investigator II, not Department of Corrections	21732	RC-062	21
International Marketing Representative I, Department of Agriculture	21761	RC-062	14
Juvenile Justice Youth and Family Specialist, Option 1	21991	RC-062	18
Juvenile Justice Youth and Family Specialist, Option 2	21992	RC-062	20
KidCare Supervisor	22003	RC-062	20
Labor Conciliator	22750	RC-062	20
Laboratory Equipment Specialist	22990	RC-062	18
Laboratory Quality Specialist I	23021	RC-062	19
Laboratory Quality Specialist II	23022	RC-062	21
Laboratory Research Specialist I	23027	RC-062	19
Laboratory Research Specialist II	23028	RC-062	21

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Land Acquisition Agent I	23091	RC-062	15
Land Acquisition Agent II	23092	RC-062	18
Land Acquisition Agent III	23093	RC-062	21
Land Reclamation Specialist I	23131	RC-062	14
Land Reclamation Specialist II	23132	RC-062	17
Liability Claims Adjuster I	23371	RC-062	14
Liability Claims Adjuster II	23372	RC-062	18
Library Associate	23430	RC-062	12
Life Sciences Career Trainee	23600	RC-062	12
Liquor Control Special Agent II	23752	RC-062	15
Local Historical Services Representative	24000	RC-062	17
Local Housing Advisor I	24031	RC-062	14
Local Housing Advisor II	24032	RC-062	16
Local Housing Advisor III	24033	RC-062	18
Local Revenue and Fiscal Advisor I	24101	RC-062	15
Local Revenue and Fiscal Advisor II	24102	RC-062	17
Local Revenue and Fiscal Advisor III	24103	RC-062	19
Lottery Regional Coordinator	24504	RC-062	19
Lottery Sales Representative	24515	RC-062	16
Management Operations Analyst I	25541	RC-062	18
Management Operations Analyst II	25542	RC-062	20
Manpower Planner I	25591	RC-062	14
Manpower Planner II	25592	RC-062	17
Manpower Planner III	25593	RC-062	20
Manpower Planner Trainee	25597	RC-062	12
Medical Assistance Consultant I	26501	RC-062	13
Medical Assistance Consultant II	26502	RC-062	16
Medical Assistance Consultant III	26503	RC-062	19
Mental Health Administrator I	26811	RC-062	18
Mental Health Administrator II	26812	RC-062	20
Mental Health Administrator Trainee	26817	RC-062	16
Mental Health Recovery Support Specialist I	26921	RC-062	17
Mental Health Recovery Support Specialist II	26922	RC-062	18
Mental Health Specialist I	26924	RC-062	12
Mental Health Specialist II	26925	RC-062	14
Mental Health Specialist III	26926	RC-062	16
Mental Health Specialist Trainee	26928	RC-062	11
Meteorologist	27120	RC-062	18
Methods and Procedures Advisor I	27131	RC-062	14

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Methods and Procedures Advisor II	27132	RC-062	16
Methods and Procedures Advisor III	27133	RC-062	20
Methods and Procedures Career Associate I	27135	RC-062	11
Methods and Procedures Career Associate II	27136	RC-062	12
Methods and Procedures Career Associate Trainee	27137	RC-062	09
Metrologist Associate	27146	RC-062	15
Microbiologist I	27151	RC-062	16
Microbiologist II	27152	RC-062	19
Museum Theater Systems Technician (Abraham Lincoln Presidential Library and Museum)	28700	RC-062	15
Natural Resources Advanced Specialist	28833	RC-062	20
Natural Resources Coordinator	28831	RC-062	15
Natural Resources Specialist	28832	RC-062	18
Oral Health Consultant	30317	RC-062	18
Paralegal Assistant	30860	RC-062	14
Pension and Death Benefits Technician I	30961	RC-062	12
Pension and Death Benefits Technician II	30962	RC-062	19
Plumbing Consultant (Department of Public Health)	32910	RC-062	22
Police Training Specialist	32990	RC-062	17
Private Secretary I	34201	RC-062	16
Program Integrity Auditor I	34631	RC-062	16
Program Integrity Auditor II	34632	RC-062	19
Program Integrity Auditor Trainee	34635	RC-062	12
Property Consultant	34900	RC-062	15
Public Aid Investigator	35870	RC-062	19
Public Aid Investigator Trainee	35874	RC-062	14
Public Aid Lead Casework Specialist	35880	RC-062	17
Public Aid Program Quality Analyst	35890	RC-062	19
Public Aid Quality Control Reviewer	35892	RC-062	17
Public Aid Quality Control Supervisor	35900	RC-062	19
Public Aid Staff Development Specialist I	36071	RC-062	15
Public Aid Staff Development Specialist II	36072	RC-062	17
Public Health Educator Associate	36434	RC-062	14
Public Health Program Specialist I	36611	RC-062	14
Public Health Program Specialist II	36612	RC-062	16
Public Health Program Specialist III	36613	RC-062	19
Public Health Program Specialist Trainee	36615	RC-062	12
Public Information Coordinator	36750	RC-062	18
Public Information Officer III	37003	RC-062	19

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Public Information Officer IV	37004	RC-062	21
Public Safety Drug Screening Specialist	37006	RC-062	17
Public Safety Inspector	37007	RC-062	16
Public Safety Inspector Trainee	37010	RC-062	10
Public Service Administrator, Option 8Z	37015	RC-062	19
Public Service Administrator, Options 2, 6, 7 Gaming Board and Departments of Healthcare and Family Services and Revenue, 8C, 9A and 9B	37015	RC-062	24
Public Service Administrator, Options 8B and 8Y	37015	RC-062	23
Railroad Safety Specialist I	37601	RC-062	19
Railroad Safety Specialist II	37602	RC-062	21
Railroad Safety Specialist III	37603	RC-062	23
Railroad Safety Specialist IV	37604	RC-062	25
Real Estate Investigator	37730	RC-062	19
Real Estate Professions Examiner	37760	RC-062	22
Recreation Worker I	38001	RC-062	12
Recreation Worker II	38002	RC-062	14
Rehabilitation Counselor	38145	RC-062	17
Rehabilitation Counselor Senior	38158	RC-062	19
Rehabilitation Counselor Trainee	38159	RC-062	15
Rehabilitation Services Advisor I	38176	RC-062	20
Rehabilitation Workshop Supervisor I	38194	RC-062	12
Rehabilitation Workshop Supervisor II	38195	RC-062	14
Rehabilitation Workshop Supervisor III	38196	RC-062	16
Reimbursement Officer I	38199	RC-062	14
Reimbursement Officer II	38200	RC-062	16
Research Economist	38209	RC-062	18
Research Scientist I	38231	RC-062	13
Research Scientist II	38232	RC-062	16
Research Scientist III	38233	RC-062	20
Residential Services Supervisor	38280	RC-062	15
Resource Planner I	38281	RC-062	17
Resource Planner II	38282	RC-062	19
Resource Planner III	38283	RC-062	22
Retirement Benefits Representative (State Retirement Systems)	38313	RC-062	12
Retirement Benefits Representative Supervisor (State Retirement Systems)	38314	RC-062	14

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Retirement Benefits Representative Trainee (State Retirement Systems)	38316	RC-062	10
Retirement System Disability Specialist	38310	RC-062	19
Revenue Audit Supervisor	38369	RC-062	25
Revenue Audit Supervisor (states other than IL and not assigned to RC-062-29 – Hired prior to April 1, 2013)	38369	RC-062	27
Revenue Audit Supervisor (See Note – Hired prior to April 1, 2013)	38369	RC-062	29
Revenue Auditor I	38371	RC-062	16
Revenue Auditor I (states other than IL and not assigned to RC-062-21 – Hired prior to April 1, 2013)	38371	RC-062	19
Revenue Auditor I (See Note – Hired prior to April 1, 2013)	38371	RC-062	21
Revenue Auditor II	38372	RC-062	19
Revenue Auditor II (states other than IL and not assigned to RC-062-24 – Hired prior to April 1, 2013)	38372	RC-062	22
Revenue Auditor II (See Note – Hired prior to April 1, 2013)	38372	RC-062	24
Revenue Auditor III	38373	RC-062	22
Revenue Auditor III (states other than IL and not assigned to RC-062-26 – Hired prior to April 1, 2013)	38373	RC-062	24
Revenue Auditor III (See Note – Hired prior to April 1, 2013)	38373	RC-062	26
Revenue Auditor Trainee	38375	RC-062	12
Revenue Auditor Trainee (states other than IL and not assigned to RC-062-15 – Hired prior to April 1, 2013)	38375	RC-062	13
Revenue Auditor Trainee (See Note – Hired prior to April 1, 2013)	38375	RC-062	15
Revenue Collection Officer I	38401	RC-062	15
Revenue Collection Officer II	38402	RC-062	17
Revenue Collection Officer III	38403	RC-062	19
Revenue Collection Officer Trainee	38405	RC-062	12
Revenue Computer Audit Specialist	38425	RC-062	23
Revenue Computer Audit Specialist (states other than IL and not assigned to RC-062-27 – Hired prior to April 1, 2013)	38425	RC-062	25
Revenue Computer Audit Specialist (See Note – Hired prior to April 1, 2013)	38425	RC-062	27
Revenue Senior Special Agent	38557	RC-062	23
Revenue Special Agent	38558	RC-062	19
Revenue Special Agent Trainee	38565	RC-062	14
Revenue Tax Specialist I	38571	RC-062	12
Revenue Tax Specialist II (IL)	38572	RC-062	14

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Revenue Tax Specialist II (states other than IL, CA or NJ)	38572	RC-062	17
Revenue Tax Specialist II (CA or NJ)	38572	RC-062	19
Revenue Tax Specialist III	38573	RC-062	17
Revenue Tax Specialist Trainee	38575	RC-062	10
Sex Offender Therapist I	40531	RC-062	17
Sex Offender Therapist II	40532	RC-062	19
Site Assistant Superintendent I	41071	RC-062	15
Site Assistant Superintendent II	41072	RC-062	17
Site Interpretive Coordinator	41093	RC-062	13
Site Services Specialist I	41117	RC-062	15
Site Services Specialist II	41118	RC-062	17
Social Service Consultant I	41301	RC-062	18
Social Service Consultant II	41302	RC-062	19
Social Service Program Planner I	41311	RC-062	15
Social Service Program Planner II	41312	RC-062	17
Social Service Program Planner III	41313	RC-062	20
Social Service Program Planner IV	41314	RC-062	22
Social Services Career Trainee	41320	RC-062	12
Social Worker I	41411	RC-062	17
Staff Development Specialist I	41771	RC-062	18
Staff Development Technician I	41781	RC-062	12
Staff Development Technician II	41782	RC-062	15
State Mine Inspector	42230	RC-062	19
State Mine Inspector-at-Large	42240	RC-062	21
State Police Field Specialist I	42001	RC-062	18
State Police Field Specialist II	42002	RC-062	20
Statistical Research Specialist I	42741	RC-062	12
Statistical Research Specialist II	42742	RC-062	14
Statistical Research Specialist III	42743	RC-062	17
Storage Tank Safety Specialist	43005	RC-062	18
Telecommunications Specialist	45295	RC-062	15
Telecommunications Systems Analyst	45308	RC-062	17
Telecommunications Systems Technician I	45312	RC-062	10
Telecommunications Systems Technician II	45313	RC-062	13
Terrorism Research Specialist I	45371	RC-062	18
Terrorism Research Specialist II	45372	RC-062	20
Terrorism Research Specialist III	45373	RC-062	22
Terrorism Research Specialist Trainee	45375	RC-062	14
Unemployment Insurance Adjudicator I	47001	RC-062	11

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Unemployment Insurance Adjudicator II	47002	RC-062	13
Unemployment Insurance Adjudicator III	47003	RC-062	15
Unemployment Insurance Revenue Analyst I	47081	RC-062	15
Unemployment Insurance Revenue Analyst II	47082	RC-062	17
Unemployment Insurance Revenue Specialist	47087	RC-062	13
Unemployment Insurance Special Agent	47096	RC-062	18
Vehicle Emission Compliance Supervisor, Environmental Protection Agency	47583	RC-062	15
Veterans Educational Specialist I	47681	RC-062	15
Veterans Educational Specialist II	47682	RC-062	17
Veterans Educational Specialist III	47683	RC-062	21
Veterans Employment Representative I	47701	RC-062	14
Veterans Employment Representative II	47702	RC-062	16
Volunteer Services Coordinator I	48481	RC-062	13
Volunteer Services Coordinator II	48482	RC-062	16
Volunteer Services Coordinator III	48483	RC-062	18
Wage Claims Specialist	48770	RC-062	09
Weatherization Specialist I	49101	RC-062	14
Weatherization Specialist II	49102	RC-062	17
Weatherization Specialist III	49103	RC-062	20
Weatherization Specialist Trainee	49105	RC-062	12
Workers Compensation Insurance Compliance Investigator	49640	RC-062	20

NOTES: ~~Maximum Security Pay—Effective January 1, 2018, for all employees who are currently receiving maximum security pay, and are not working at a maximum security facility, the maximum security pay shall be removed.~~

Stipend – Effective June 30, 2019, and paid upon ratification of the ~~2019 collective bargaining agreement~~ Agreement signed August 21, 2019, provided that ratification occurs prior to August 15, 2019, all bargaining unit employees shall receive a one-time stipend of \$2,500 prorated by 25% for each year the employee was employed from July 1, 2015 through June 30, 2019.

Sub-Steps – Step 1a, 1b, and 1c shall be implemented for all employees hired on or after May 20, 2013, with a 3% step differential. Effective July 1, 2019, Step 1a, 1b, and 1c shall be increased by \$25 per month, with subsequent \$25 per month increases effective ~~Effective July 1, 2020 and, Step 1a, 1b, and 1c shall be increased by an additional \$25 per month. Effective July 1, 2021, Step 1a, 1b, and 1c shall be increased by an additional \$25 per month. The rates are set out in the rate tables in this Section.~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

General Increases – Pay rates for all bargaining unit classifications and ~~steps~~Steps shall be increased by the specified percentage amounts effective on the following dates: January 1, 2020, 1.50%; July 1, 2020, 2.10%; July 1, 2021, 3.95%; July 1, 2022, 3.95%. Pay rates for each ~~step~~Step and their effective dates are listed in the rate tables in this Section.

~~Shift Differential Pay – Employees shall be paid a shift differential of \$0.80 per hour in addition to their base salary rate for all hours worked if their normal work schedule for that day provides that they are scheduled to work and they work ½ or more of the work hours before 7 a.m. or after 3 p.m. The payment shall be for all paid time. Incumbents who currently receive a percentage shift differential providing more than the cents per hour indicated in this Note based on the base rate of pay prior to the effective date shall have the percentage converted to the cents per hour equivalent rounded to the nearest cent and shall continue to receive the higher cents per hour rate. This provision shall not apply to employees who, because of "flex time" scheduling made at their request, are scheduled and work hours that would otherwise qualify them for premium pay under this provision.~~

~~Option Clarification – The positions allocated to the Public Service Administrator title that are assigned to a negotiated RC-062 pay grade have the following Options: 2; 6; 7; 8B; 8C; 8Y; 8Z; 9A; and 9B. See the definition of option in Section 310.50.~~

Longevity Pay – Effective January 1, 2002, the Step 8 rate shall be increased by \$25 per month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 7 in the same or higher pay grade on or before January 1, 2002. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 7 in the same or higher pay grade on or before January 1, 2002, the Step 8 rate shall be increased by \$50 per month. For employees not eligible for longevity pay on or before January 1, 2002, the Step 8 rate shall be increased by \$25 per month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade, the Step 8 rate shall be increased by \$50 per month. Effective July 1, 2010, the Step 8 rate shall be increased by \$50 per month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2010. For those employees who attain 15 years of continuous service

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2010, the Step 8 rate shall be increased by \$75 per month. Effective July 1, 2013, the Step 8 rate shall be increased by \$25 per month to \$75 a month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2013. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2013, the Step 8 rate shall be increased by \$25 per month to \$100 a month. Employees whose salaries are red-circled above the maximum Step rate continue to receive all applicable general increases and any other adjustments (except the longevity pay) provided for in [an applicable collective bargaining agreement](#)~~the Agreement~~. For these employees, the longevity pay shall be limited to the amount that would increase the employee's salary to the amount that is equal to that of an employee on the maximum Step rate with the same number of years of continuous and creditable service. Employees receiving the longevity pay shall continue to receive the longevity pay as long as they remain in the same or successor classification as a result of a reclassification or reevaluation. Employees who are eligible for the increase provided for longevity pay on or before January 1, 2002, shall continue to receive longevity pay after being placed on Step 8 while they remain in the same or lower pay grade.

~~For the Revenue Tax Specialist II position classification title only—The pay grade assigned to the employee is based on the location of the position and the residence held by the employee. In the same position classification, the employee holding a position and residence outside the boundaries of the State of Illinois is assigned to a different pay grade than the pay grade assigned to the employee holding a position within the boundaries of the State of Illinois. The pay grade assigned to the employee holding a position located within the boundaries of the State of Illinois is the pay grade with the (IL) indication next to the position classification. The pay grade assigned to the employee holding the position located outside the boundaries of the State of Illinois is determined by the location of the employee's residence or position location (e.g., IL, CA or NJ or a state other than IL, CA or NJ). If the employee's residence moves to another state while the employee is in the same position located outside the boundaries of the State of Illinois, or moves into another position located outside the boundaries of the State of Illinois in the same position classification, the base salary may change depending on the location of the employee's new residence. In all cases, change in base salary shall be on a step for step basis (e.g., if the original base salary was on Step 5 in one pay grade, the new base salary will also be on Step 5 of the newly appropriate pay grade).~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

For the Revenue Audit Supervisor, Revenue Auditor I, II and III, Revenue Auditor Trainee, and Revenue Computer Audit Specialist position classification titles only— Effective July 1, 2010, State employees appointed to positions allocated to the Revenue Audit Supervisor, Revenue Auditor I, II and III, Revenue Auditor Trainee, and Revenue Computer Audit Specialist classifications shall be assigned to the pay grades:

- ~~Revenue Audit Supervisor, RC 062-29~~
- ~~Revenue Auditor I, RC 062-21~~
- ~~Revenue Auditor II, RC 062-24~~
- ~~Revenue Auditor III, RC 062-26~~
- ~~Revenue Auditor Trainee, RC 062-15~~
- ~~Revenue Computer Audit Specialist, RC 062-27~~

~~if the employee lives in California, 50% or more of the employee's work is within a 200-mile radius of the Paramus NJ Illinois Department of Revenue office, or 50% or more of the employee's work is within the District of Columbia. This shall not apply to employees who are hired after April 1, 2013.~~

Effective July 1, 2019
Bargaining Unit: RC-062

<u>Pay Grade</u>	<u>Pay Plan Code</u>	<u>STEPS</u>										
		<u>1e</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
9	B	3052	3152	3252	3327	3430	3539	3649	3766	3877	4061	4223
9	Q	3176	3279	3383	3462	3568	3683	3796	3920	4037	4230	4401
9	S	3240	3346	3452	3533	3641	3759	3874	3999	4116	4311	4484
10	B	3149	3252	3355	3433	3559	3664	3785	3905	4025	4231	4402
10	Q	3275	3383	3490	3572	3702	3814	3944	4067	4195	4418	4594
10	S	3343	3452	3561	3645	3776	3891	4020	4144	4280	4500	4679
11	B	3265	3372	3478	3560	3681	3800	3938	4067	4194	4416	4592

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

11	Q	3396	3506	3617	3704	3836	3961	4102	4240	4373	4610	4793
11	S	3461	3575	3688	3777	3910	4036	4181	4319	4456	4692	4879
12	B	3396	3506	3617	3704	3840	3965	4114	4248	4405	4641	4826
12	Q	3533	3650	3765	3856	3998	4130	4289	4435	4595	4846	5041
12	S	3602	3719	3838	3931	4074	4208	4371	4520	4681	4933	5132
12H	B	20.90	21.58	22.26	22.79	23.63	24.40	25.32	26.14	27.11	28.56	29.70
12H	Q	21.74	22.46	23.17	23.73	24.60	25.42	26.39	27.29	28.28	29.82	31.02
12H	S	22.17	22.89	23.62	24.19	25.07	25.90	26.90	27.82	28.81	30.36	31.58
13	B	3523	3637	3753	3843	3984	4136	4290	4446	4614	4871	5063
13	Q	3667	3787	3908	4002	4148	4312	4481	4645	4816	5090	5294
13	S	3736	3859	3981	4078	4229	4396	4567	4727	4902	5178	5385
14	B	3672	3792	3912	4008	4159	4321	4511	4675	4852	5137	5342
14	Q	3828	3953	4078	4178	4336	4515	4709	4886	5073	5367	5580
14	S	3897	4025	4152	4255	4422	4594	4793	4973	5159	5453	5668
14H	B	22.60	23.34	24.07	24.66	25.59	26.59	27.76	28.77	29.86	31.61	32.87
14H	Q	23.56	24.33	25.10	25.71	26.68	27.78	28.98	30.07	31.22	33.03	34.34
14H	S	23.98	24.77	25.55	26.18	27.21	28.27	29.50	30.60	31.75	33.56	34.88
15	B	3817	3942	4067	4167	4351	4530	4706	4898	5082	5388	5601
15	Q	3982	4112	4243	4348	4538	4727	4918	5121	5310	5626	5854
15	S	4054	4188	4320	4428	4623	4810	5004	5208	5396	5715	5943
16	B	3994	4124	4255	4362	4556	4758	4954	5162	5368	5685	5913
16	Q	4166	4303	4440	4550	4758	4975	5182	5395	5610	5944	6184
16	S	4246	4386	4523	4638	4843	5060	5269	5480	5699	6027	6267

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

16H	B	24.58	25.38	26.18	26.84	28.04	29.28	30.49	31.77	33.03	34.98	36.39
16H	Q	25.64	26.48	27.32	28.00	29.28	30.62	31.89	33.20	34.52	36.58	38.06
16H	S	26.13	26.99	27.83	28.54	29.80	31.14	32.42	33.72	35.07	37.09	38.57
17	B	4184	4320	4457	4570	4780	4999	5212	5423	5643	5979	6218
17	Q	4363	4506	4650	4767	4996	5226	5444	5665	5898	6248	6500
17	S	4442	4587	4733	4853	5085	5314	5534	5753	5982	6339	6591
18	B	4402	4547	4690	4809	5041	5274	5516	5740	5971	6326	6581
18	Q	4596	4747	4898	5024	5271	5515	5766	6001	6240	6615	6878
18	S	4671	4825	4978	5106	5355	5601	5853	6088	6330	6697	6967
19	B	4637	4789	4941	5067	5325	5577	5834	6083	6336	6722	6990
19	J	4637	4789	4941	5067	5325	5577	5834	6083	6336	6722	6990
19	Q	4846	5005	5163	5297	5568	5825	6103	6357	6624	7023	7304
19	S	4926	5087	5249	5387	5656	5915	6189	6445	6711	7109	7393
20	B	4898	5058	5219	5354	5625	5885	6167	6435	6701	7108	7392
20	Q	5117	5284	5452	5596	5877	6155	6447	6724	7003	7432	7729
20	S	5197	5369	5539	5684	5965	6240	6532	6810	7090	7514	7815
21	B	5171	5340	5510	5655	5946	6233	6523	6820	7105	7548	7849
21	U	5171	5340	5510	5655	5946	6233	6523	6820	7105	7548	7849
21	Q	5402	5580	5757	5910	6214	6513	6817	7129	7428	7889	8204
21	S	5482	5662	5842	5997	6299	6597	6906	7215	7511	7975	8293
22	B	5466	5644	5824	5978	6290	6595	6908	7228	7529	7998	8318
22	Q	5708	5896	6083	6245	6573	6896	7219	7552	7870	8358	8689
22	S	5791	5982	6171	6336	6656	6982	7304	7641	7960	8445	8783

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

23	B	5795	5986	6176	6341	6677	7020	7352	7690	8023	8531	8873
23	Q	6058	6258	6457	6630	6980	7337	7682	8040	8387	8912	9268
23	S	6136	6338	6539	6716	7065	7424	7769	8124	8474	9000	9357
24	B	6166	6369	6571	6749	7107	7482	7838	8202	8570	9109	9472
24	J	6166	6369	6571	6749	7107	7482	7838	8202	8570	9109	9472
24	Q	6444	6655	6868	7054	7431	7816	8194	8567	8956	9519	9900
24	S	6524	6739	6953	7142	7513	7901	8277	8657	9044	9604	9988
25	B	6572	6788	7004	7194	7586	7988	8385	8783	9184	9773	10163
25	J	6572	6788	7004	7194	7586	7988	8385	8783	9184	9773	10163
25	Q	6863	7090	7314	7514	7927	8342	8766	9183	9598	10212	10622
25	S	6944	7172	7401	7603	8014	8430	8849	9266	9681	10299	10714
26	B	7009	7239	7470	7676	8097	8527	8957	9375	9796	10427	10844
26	U	7009	7239	7470	7676	8097	8527	8957	9375	9796	10427	10844
26	Q	7348	7588	7830	8047	8482	8931	9382	9822	10259	10924	11361
26	S	7415	7659	7901	8120	8563	9018	9473	9914	10359	11032	11473
27	B	7481	7727	7974	8195	8641	9096	9556	10005	10455	11129	11576
27	J	7481	7727	7974	8195	8641	9096	9556	10005	10455	11129	11576
27	U	7481	7727	7974	8195	8641	9096	9556	10005	10455	11129	11576
27	Q	7819	8076	8333	8565	9031	9506	9992	10459	10928	11634	12100
28	B	7848	8106	8365	8598	9063	9544	10029	10499	10969	11679	12148
29	U	8236	8506	8777	9022	9513	10016	10523	11017	11511	12256	12745

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

**Effective January 1, 2020
Bargaining Unit: RC-062**

<u>Pay Grade</u>	<u>Pay Plan Code</u>	<u>STEPS</u>										
		<u>1e</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
9	B	3098	3199	3301	3377	3481	3592	3704	3822	3935	4122	4286
9	Q	3224	3328	3434	3514	3622	3738	3853	3979	4098	4293	4467
9	S	3289	3396	3504	3586	3696	3815	3932	4059	4178	4376	4551
10	B	3196	3301	3405	3484	3612	3719	3842	3964	4085	4294	4468
10	Q	3324	3434	3542	3626	3758	3871	4003	4128	4258	4484	4663
10	S	3393	3504	3614	3700	3833	3949	4080	4206	4344	4568	4749
11	B	3314	3423	3530	3613	3736	3857	3997	4128	4257	4482	4661
11	Q	3447	3559	3671	3760	3894	4020	4164	4304	4439	4679	4865
11	S	3513	3629	3743	3834	3969	4097	4244	4384	4523	4762	4952
12	B	3447	3559	3671	3760	3898	4024	4176	4312	4471	4711	4898
12	Q	3586	3705	3821	3914	4058	4192	4353	4502	4664	4919	5117
12	S	3656	3775	3896	3990	4135	4271	4437	4588	4751	5007	5209
12H	B	21.21	21.90	22.59	23.14	23.99	24.76	25.70	26.54	27.51	28.99	30.14
12H	Q	22.07	22.80	23.51	24.09	24.97	25.80	26.79	27.70	28.70	30.27	31.49
12H	S	22.50	23.23	23.98	24.55	25.45	26.28	27.30	28.23	29.24	30.81	32.06
13	B	3576	3692	3809	3901	4044	4198	4354	4513	4683	4944	5139
13	Q	3722	3844	3967	4062	4210	4377	4548	4715	4888	5166	5373
13	S	3792	3917	4041	4139	4292	4462	4636	4798	4976	5256	5466
14	B	3727	3849	3971	4068	4221	4386	4579	4745	4925	5214	5422

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

14	Q	3885	4012	4139	4241	4401	4583	4780	4959	5149	5448	5664
14	S	3955	4085	4214	4319	4488	4663	4865	5048	5236	5535	5753
14H	B	22.94	23.69	24.44	25.03	25.98	26.99	28.18	29.20	30.31	32.09	33.37
14H	Q	23.91	24.69	25.47	26.10	27.08	28.20	29.42	30.52	31.69	33.53	34.86
14H	S	24.34	25.14	25.93	26.58	27.62	28.70	29.94	31.06	32.22	34.06	35.40
15	B	3874	4001	4128	4230	4416	4598	4777	4971	5158	5469	5685
15	Q	4042	4174	4307	4413	4606	4798	4992	5198	5390	5710	5942
15	S	4115	4251	4385	4494	4692	4882	5079	5286	5477	5801	6032
16	B	4054	4186	4319	4427	4624	4829	5028	5239	5449	5770	6002
16	Q	4228	4368	4507	4618	4829	5050	5260	5476	5694	6033	6277
16	S	4310	4452	4591	4708	4916	5136	5348	5562	5784	6117	6361
16H	B	24.95	25.76	26.58	27.24	28.46	29.72	30.94	32.24	33.53	35.51	36.94
16H	Q	26.02	26.88	27.74	28.42	29.72	31.08	32.37	33.70	35.04	37.13	38.63
16H	S	26.52	27.40	28.25	28.97	30.25	31.61	32.91	34.23	35.59	37.64	39.14
17	B	4247	4385	4524	4639	4852	5074	5290	5504	5728	6069	6311
17	Q	4428	4574	4720	4839	5071	5304	5526	5750	5986	6342	6598
17	S	4509	4656	4804	4926	5161	5394	5617	5839	6072	6434	6690
18	B	4468	4615	4760	4881	5117	5353	5599	5826	6061	6421	6680
18	Q	4665	4818	4971	5099	5350	5598	5852	6091	6334	6714	6981
18	S	4741	4897	5053	5183	5435	5685	5941	6179	6425	6797	7072
19	B	4707	4861	5015	5143	5405	5661	5922	6174	6431	6823	7095
19	J	4707	4861	5015	5143	5405	5661	5922	6174	6431	6823	7095
19	Q	4919	5080	5240	5376	5652	5912	6195	6452	6723	7128	7414

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

19	S	5000	5163	5328	5468	5741	6004	6282	6542	6812	7216	7504
20	B	4971	5134	5297	5434	5709	5973	6260	6532	6802	7215	7503
20	Q	5194	5363	5534	5680	5965	6247	6544	6825	7108	7543	7845
20	S	5275	5450	5622	5769	6054	6334	6630	6912	7196	7627	7932
21	B	5249	5420	5593	5740	6035	6326	6621	6922	7212	7661	7967
21	U	5249	5420	5593	5740	6035	6326	6621	6922	7212	7661	7967
21	Q	5483	5664	5843	5999	6307	6611	6919	7236	7539	8007	8327
21	S	5564	5747	5930	6087	6393	6696	7010	7323	7624	8095	8417
22	B	5548	5729	5911	6068	6384	6694	7012	7336	7642	8118	8443
22	Q	5794	5984	6174	6339	6672	6999	7327	7665	7988	8483	8819
22	S	5878	6072	6264	6431	6756	7087	7414	7756	8079	8572	8915
23	B	5882	6076	6269	6436	6777	7125	7462	7805	8143	8659	9006
23	Q	6149	6352	6554	6729	7085	7447	7797	8161	8513	9046	9407
23	S	6228	6433	6637	6817	7171	7535	7886	8246	8601	9135	9497
24	B	6258	6465	6670	6850	7214	7594	7956	8325	8699	9246	9614
24	J	6258	6465	6670	6850	7214	7594	7956	8325	8699	9246	9614
24	Q	6541	6755	6971	7160	7542	7933	8317	8696	9090	9662	10049
24	S	6622	6840	7057	7249	7626	8020	8401	8787	9180	9748	10138
25	B	6671	6890	7109	7302	7700	8108	8511	8915	9322	9920	10315
25	J	6671	6890	7109	7302	7700	8108	8511	8915	9322	9920	10315
25	Q	6966	7196	7424	7627	8046	8467	8897	9321	9742	10365	10781
25	S	7048	7280	7512	7717	8134	8556	8982	9405	9826	10453	10875
26	B	7114	7348	7582	7791	8218	8655	9091	9516	9943	10583	11007

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

26	U	7114	7348	7582	7791	8218	8655	9091	9516	9943	10583	11007
26	Q	7458	7702	7947	8168	8609	9065	9523	9969	10413	11088	11531
26	S	7526	7774	8020	8242	8691	9153	9615	10063	10514	11197	11645
27	B	7593	7843	8094	8318	8771	9232	9699	10155	10612	11296	11750
27	J	7593	7843	8094	8318	8771	9232	9699	10155	10612	11296	11750
27	U	7593	7843	8094	8318	8771	9232	9699	10155	10612	11296	11750
27	Q	7936	8197	8458	8693	9166	9649	10142	10616	11092	11809	12282
28	B	7966	8228	8490	8727	9199	9687	10179	10656	11134	11854	12330
29	U	8360	8634	8909	9157	9656	10166	10681	11182	11684	12440	12936

Effective July 1, 2020
Bargaining Unit: RC-062

Pay Grade	Pay Plan Code	S T E P S										
		<u>1c</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
9	B	3188	3291	3395	3448	3554	3667	3782	3902	4018	4209	4376
9	Q	3317	3423	3531	3588	3698	3816	3934	4063	4184	4383	4561
9	S	3383	3492	3603	3661	3774	3895	4015	4144	4266	4468	4647
10	B	3288	3395	3502	3557	3688	3797	3923	4047	4171	4384	4562
10	Q	3419	3531	3641	3702	3837	3952	4087	4215	4347	4578	4761
10	S	3489	3603	3715	3778	3913	4032	4166	4294	4435	4664	4849
11	B	3409	3520	3629	3689	3814	3938	4081	4215	4346	4576	4759
11	Q	3544	3659	3773	3839	3976	4104	4251	4394	4532	4777	4967
11	S	3612	3730	3847	3915	4052	4183	4333	4476	4618	4862	5056

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

12	B	3544	3659	3773	3839	3980	4109	4264	4403	4565	4810	5001
12	Q	3686	3808	3926	3996	4143	4280	4444	4597	4762	5022	5224
12	S	3758	3879	4003	4074	4222	4361	4530	4684	4851	5112	5318
12H	B	21.81	22.52	23.22	23.62	24.49	25.29	26.24	27.10	28.09	29.60	30.78
12H	Q	22.68	23.43	24.16	24.59	25.50	26.34	27.35	28.29	29.30	30.90	32.15
12H	S	23.13	23.87	24.63	25.07	25.98	26.84	27.88	28.82	29.85	31.46	32.73
13	B	3676	3795	3914	3983	4129	4286	4445	4608	4781	5048	5247
13	Q	3825	3950	4075	4147	4298	4469	4644	4814	4991	5274	5486
13	S	3897	4024	4151	4226	4382	4556	4733	4899	5080	5366	5581
14	B	3830	3955	4079	4153	4310	4478	4675	4845	5028	5323	5536
14	Q	3992	4121	4251	4330	4493	4679	4880	5063	5257	5562	5783
14	S	4063	4196	4327	4410	4582	4761	4967	5154	5346	5651	5874
14H	B	23.57	24.34	25.10	25.56	26.52	27.56	28.77	29.82	30.94	32.76	34.07
14H	Q	24.57	25.36	26.16	26.65	27.65	28.79	30.03	31.16	32.35	34.23	35.59
14H	S	25.00	25.82	26.63	27.14	28.20	29.30	30.57	31.72	32.90	34.78	36.15
15	B	3980	4110	4240	4319	4509	4695	4877	5075	5266	5584	5804
15	Q	4152	4287	4422	4506	4703	4899	5097	5307	5503	5830	6067
15	S	4226	4365	4502	4588	4791	4985	5186	5397	5592	5923	6159
16	B	4164	4299	4435	4520	4721	4930	5134	5349	5563	5891	6128
16	Q	4342	4485	4627	4715	4930	5156	5370	5591	5814	6160	6409
16	S	4426	4570	4712	4807	5019	5244	5460	5679	5905	6245	6495
16H	B	25.62	26.46	27.29	27.82	29.05	30.34	31.59	32.92	34.23	36.25	37.71

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

16H	Q	26.72	27.60	28.47	29.02	30.34	31.73	33.05	34.41	35.78	37.91	39.44
16H	S	27.24	28.12	29.00	29.58	30.89	32.27	33.60	34.95	36.34	38.43	39.97
17	B	4361	4502	4644	4736	4954	5181	5401	5620	5848	6196	6444
17	Q	4546	4695	4844	4941	5177	5415	5642	5871	6112	6475	6737
17	S	4629	4779	4930	5029	5269	5507	5735	5962	6200	6569	6830
18	B	4587	4737	4885	4984	5224	5465	5717	5948	6188	6556	6820
18	Q	4788	4944	5100	5206	5462	5716	5975	6219	6467	6855	7128
18	S	4866	5025	5184	5292	5549	5804	6066	6309	6560	6940	7221
19	B	4831	4988	5145	5251	5519	5780	6046	6304	6566	6966	7244
19	J	4831	4988	5145	5251	5519	5780	6046	6304	6566	6966	7244
19	Q	5047	5212	5375	5489	5771	6036	6325	6587	6864	7278	7570
19	S	5130	5296	5465	5583	5862	6130	6414	6679	6955	7368	7662
20	B	5100	5267	5433	5548	5829	6098	6391	6669	6945	7367	7661
20	Q	5328	5501	5675	5799	6090	6378	6681	6968	7257	7701	8010
20	S	5411	5589	5765	5890	6181	6467	6769	7057	7347	7787	8099
21	B	5384	5559	5735	5861	6162	6459	6760	7067	7363	7822	8134
21	U	5384	5559	5735	5861	6162	6459	6760	7067	7363	7822	8134
21	Q	5623	5808	5991	6125	6439	6750	7064	7388	7697	8175	8502
21	S	5706	5893	6080	6215	6527	6837	7157	7477	7784	8265	8594
22	B	5690	5874	6060	6195	6518	6835	7159	7490	7802	8288	8620
22	Q	5941	6135	6329	6472	6812	7146	7481	7826	8156	8661	9004
22	S	6026	6225	6421	6566	6898	7236	7570	7919	8249	8752	9102
23	B	6031	6229	6426	6571	6919	7275	7619	7969	8314	8841	9195

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

23	Q	6303	6510	6717	6870	7234	7603	7961	8332	8692	9236	9605
23	S	6384	6593	6801	6960	7322	7693	8052	8419	8782	9327	9696
24	B	6414	6626	6835	6994	7365	7753	8123	8500	8882	9440	9816
24	J	6414	6626	6835	6994	7365	7753	8123	8500	8882	9440	9816
24	Q	6703	6922	7142	7310	7700	8100	8492	8879	9281	9865	10260
24	S	6786	7009	7230	7401	7786	8188	8577	8972	9373	9953	10351
25	B	6836	7060	7283	7455	7862	8278	8690	9102	9518	10128	10532
25	J	6836	7060	7283	7455	7862	8278	8690	9102	9518	10128	10532
25	Q	7137	7372	7605	7787	8215	8645	9084	9517	9947	10583	11007
25	S	7221	7458	7695	7879	8305	8736	9171	9603	10032	10673	11103
26	B	7288	7527	7766	7955	8391	8837	9282	9716	10152	10805	11238
26	U	7288	7527	7766	7955	8391	8837	9282	9716	10152	10805	11238
26	Q	7640	7889	8139	8340	8790	9255	9723	10178	10632	11321	11773
26	S	7709	7962	8213	8415	8874	9345	9817	10274	10735	11432	11890
27	B	7777	8033	8289	8493	8955	9426	9903	10368	10835	11533	11997
27	J	7777	8033	8289	8493	8955	9426	9903	10368	10835	11533	11997
27	U	7777	8033	8289	8493	8955	9426	9903	10368	10835	11533	11997
27	Q	8128	8394	8661	8876	9358	9852	10355	10839	11325	12057	12540
28	B	8158	8426	8693	8910	9392	9890	10393	10880	11368	12103	12589
29	U	8561	8840	9121	9349	9859	10379	10905	11417	11929	12701	13208

Effective July 1, 2021
Bargaining Unit: RC-062

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

<u>Pay Grade</u>	<u>Pay Plan Code</u>	<u>S T E P S</u>										
		<u>1c</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
9	B	3339	3446	3554	3584	3694	3812	3931	4056	4177	4375	4549
9	Q	3473	3583	3695	3730	3844	3967	4089	4223	4349	4556	4741
9	S	3542	3655	3770	3806	3923	4049	4174	4308	4435	4644	4831
10	B	3443	3554	3665	3698	3834	3947	4078	4207	4336	4557	4742
10	Q	3579	3695	3810	3848	3989	4108	4248	4381	4519	4759	4949
10	S	3652	3770	3887	3927	4068	4191	4331	4464	4610	4848	5041
11	B	3569	3684	3797	3835	3965	4094	4242	4381	4518	4757	4947
11	Q	3709	3829	3947	3991	4133	4266	4419	4568	4711	4966	5163
11	S	3780	3902	4024	4070	4212	4348	4504	4653	4800	5054	5256
12	B	3709	3829	3947	3991	4137	4271	4432	4577	4745	5000	5199
12	Q	3857	3983	4106	4154	4307	4449	4620	4779	4950	5220	5430
12	S	3931	4057	4186	4235	4389	4533	4709	4869	5043	5314	5528
12H	B	22.82	23.56	24.29	24.56	25.46	26.28	27.27	28.17	29.20	30.77	31.99
12H	Q	23.74	24.51	25.27	25.56	26.50	27.38	28.43	29.41	30.46	32.12	33.42
12H	S	24.19	24.97	25.76	26.06	27.01	27.90	28.98	29.96	31.03	32.70	34.02
13	B	3846	3970	4094	4140	4292	4455	4621	4790	4970	5247	5454
13	Q	4001	4131	4261	4311	4468	4646	4827	5004	5188	5482	5703
13	S	4076	4208	4340	4393	4555	4736	4920	5093	5281	5578	5801
14	B	4006	4136	4265	4317	4480	4655	4860	5036	5227	5533	5755
14	Q	4175	4309	4444	4501	4670	4864	5073	5263	5465	5782	6011
14	S	4248	4387	4523	4584	4763	4949	5163	5358	5557	5874	6106

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

14H	B	24.65	25.45	26.25	26.57	27.57	28.65	29.91	30.99	32.17	34.05	35.42
14H	Q	25.69	26.52	27.35	27.70	28.74	29.93	31.22	32.39	33.63	35.58	36.99
14H	S	26.14	27.00	27.83	28.21	29.31	30.46	31.77	32.97	34.20	36.15	37.58
15	B	4162	4297	4432	4490	4687	4880	5070	5275	5474	5805	6033
15	Q	4341	4481	4622	4684	4889	5093	5298	5517	5720	6060	6307
15	S	4418	4562	4705	4769	4980	5182	5391	5610	5813	6157	6402
16	B	4353	4494	4635	4699	4907	5125	5337	5560	5783	6124	6370
16	Q	4539	4687	4835	4901	5125	5360	5582	5812	6044	6403	6662
16	S	4626	4776	4923	4997	5217	5451	5676	5903	6138	6492	6752
16H	B	26.79	27.66	28.52	28.92	30.20	31.54	32.84	34.22	35.59	37.69	39.20
16H	Q	27.93	28.84	29.75	30.16	31.54	32.98	34.35	35.77	37.19	39.40	41.00
16H	S	28.47	29.39	30.30	30.75	32.10	33.54	34.93	36.33	37.77	39.95	41.55
17	B	4558	4705	4852	4923	5150	5386	5614	5842	6079	6441	6699
17	Q	4751	4905	5060	5136	5381	5629	5865	6103	6353	6731	7003
17	S	4837	4993	5150	5228	5477	5725	5962	6197	6445	6828	7100
18	B	4793	4949	5103	5181	5430	5681	5943	6183	6432	6815	7089
18	Q	5002	5164	5326	5412	5678	5942	6211	6465	6722	7126	7410
18	S	5083	5248	5414	5501	5768	6033	6306	6558	6819	7214	7506
19	B	5047	5210	5373	5458	5737	6008	6285	6553	6825	7241	7530
19	J	5047	5210	5373	5458	5737	6008	6285	6553	6825	7241	7530
19	Q	5271	5443	5612	5706	5999	6274	6575	6847	7135	7565	7869
19	S	5358	5530	5706	5804	6094	6372	6667	6943	7230	7659	7965
20	B	5326	5500	5673	5767	6059	6339	6643	6932	7219	7658	7964

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

20	Q	5563	5743	5924	6028	6331	6630	6945	7243	7544	8005	8326
20	S	5650	5835	6018	6123	6425	6722	7036	7336	7637	8095	8419
21	B	5622	5804	5987	6093	6405	6714	7027	7346	7654	8131	8455
21	U	5622	5804	5987	6093	6405	6714	7027	7346	7654	8131	8455
21	Q	5870	6062	6253	6367	6693	7017	7343	7680	8001	8498	8838
21	S	5956	6151	6345	6460	6785	7107	7440	7772	8091	8591	8933
22	B	5940	6131	6324	6440	6775	7105	7442	7786	8110	8615	8960
22	Q	6201	6402	6604	6728	7081	7428	7776	8135	8478	9003	9360
22	S	6289	6496	6700	6825	7170	7522	7869	8232	8575	9098	9462
23	B	6294	6500	6705	6831	7192	7562	7920	8284	8642	9190	9558
23	Q	6577	6792	7007	7141	7520	7903	8275	8661	9035	9601	9984
23	S	6661	6878	7095	7235	7611	7997	8370	8752	9129	9695	10079
24	B	6692	6913	7130	7270	7656	8059	8444	8836	9233	9813	10204
24	J	6692	6913	7130	7270	7656	8059	8444	8836	9233	9813	10204
24	Q	6993	7220	7449	7599	8004	8420	8827	9230	9648	10255	10665
24	S	7079	7311	7541	7693	8094	8511	8916	9326	9743	10346	10760
25	B	7131	7364	7596	7749	8173	8605	9033	9462	9894	10528	10948
25	J	7131	7364	7596	7749	8173	8605	9033	9462	9894	10528	10948
25	Q	7444	7688	7930	8095	8539	8986	9443	9893	10340	11001	11442
25	S	7531	7778	8024	8190	8633	9081	9533	9982	10428	11095	11542
26	B	7601	7849	8098	8269	8722	9186	9649	10100	10553	11232	11682
26	U	7601	7849	8098	8269	8722	9186	9649	10100	10553	11232	11682
26	Q	7967	8226	8485	8669	9137	9621	10107	10580	11052	11768	12238
26	S	8039	8301	8562	8747	9225	9714	10205	10680	11159	11884	12360

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

27	B	8109	8375	8641	8828	9309	9798	10294	10778	11263	11989	12471
27	J	8109	8375	8641	8828	9309	9798	10294	10778	11263	11989	12471
27	U	8109	8375	8641	8828	9309	9798	10294	10778	11263	11989	12471
27	Q	8474	8751	9028	9227	9728	10241	10764	11267	11772	12533	13035
28	B	8505	8784	9061	9262	9763	10281	10804	11310	11817	12581	13086
29	U	8924	9214	9506	9718	10248	10789	11336	11868	12400	13203	13730

Effective July 1, 2022
Bargaining Unit: RC-062

<u>Pay Grade</u>	<u>Pay Plan Code</u>	<u>S T E P S</u>										
		<u>1c</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
9	B	3471	3582	3694	3726	3840	3963	4086	4216	4342	4548	4729
9	Q	3610	3725	3841	3877	3996	4124	4251	4390	4521	4736	4928
9	S	3682	3799	3919	3956	4078	4209	4339	4478	4610	4827	5022
10	B	3579	3694	3810	3844	3985	4103	4239	4373	4507	4737	4929
10	Q	3720	3841	3960	4000	4147	4270	4416	4554	4698	4947	5144
10	S	3796	3919	4041	4082	4229	4357	4502	4640	4792	5039	5240
11	B	3710	3830	3947	3986	4122	4256	4410	4554	4696	4945	5142
11	Q	3856	3980	4103	4149	4296	4435	4594	4748	4897	5162	5367
11	S	3929	4056	4183	4231	4378	4520	4682	4837	4990	5254	5464
12	B	3856	3980	4103	4149	4300	4440	4607	4758	4932	5198	5404
12	Q	4009	4140	4268	4318	4477	4625	4802	4968	5146	5426	5644

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

12	S	4086	4217	4351	4402	4562	4712	4895	5061	5242	5524	5746
12H	B	23.73	24.49	25.25	25.53	26.46	27.32	28.35	29.28	30.35	31.99	33.26
12H	Q	24.67	25.48	26.26	26.57	27.55	28.46	29.55	30.57	31.67	33.39	34.73
12H	S	25.14	25.95	26.78	27.09	28.07	29.00	30.12	31.14	32.26	33.99	35.36
13	B	3998	4127	4256	4304	4462	4631	4804	4979	5166	5454	5669
13	Q	4159	4294	4429	4481	4644	4830	5018	5202	5393	5699	5928
13	S	4237	4374	4511	4567	4735	4923	5114	5294	5490	5798	6030
14	B	4164	4299	4433	4488	4657	4839	5052	5235	5433	5752	5982
14	Q	4340	4479	4620	4679	4854	5056	5273	5471	5681	6010	6248
14	S	4416	4560	4702	4765	4951	5144	5367	5570	5777	6106	6347
14H	B	25.62	26.46	27.28	27.62	28.66	29.78	31.09	32.22	33.43	35.40	36.81
14H	Q	26.71	27.56	28.43	28.79	29.87	31.11	32.45	33.67	34.96	36.98	38.45
14H	S	27.18	28.06	28.94	29.32	30.47	31.66	33.03	34.28	35.55	37.58	39.06
15	B	4326	4467	4607	4667	4872	5073	5270	5483	5690	6034	6271
15	Q	4512	4658	4805	4869	5082	5294	5507	5735	5946	6299	6556
15	S	4593	4742	4891	4957	5177	5387	5604	5832	6043	6400	6655
16	B	4525	4672	4818	4885	5101	5327	5548	5780	6011	6366	6622
16	Q	4718	4872	5026	5095	5327	5572	5802	6042	6283	6656	6925
16	S	4809	4965	5117	5194	5423	5666	5900	6136	6380	6748	7019
16H	B	27.85	28.75	29.65	30.06	31.39	32.78	34.14	35.57	36.99	39.18	40.75
16H	Q	29.03	29.98	30.93	31.35	32.78	34.29	35.70	37.18	38.66	40.96	42.62
16H	S	29.59	30.55	31.49	31.96	33.37	34.87	36.31	37.76	39.26	41.53	43.19

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

17	B	4738	4891	5044	5117	5353	5599	5836	6073	6319	6695	6964
17	Q	4939	5099	5260	5339	5594	5851	6097	6344	6604	6997	7280
17	S	5028	5190	5353	5435	5693	5951	6197	6442	6700	7098	7380
18	B	4982	5144	5305	5386	5644	5905	6178	6427	6686	7084	7369
18	Q	5200	5368	5536	5626	5902	6177	6456	6720	6988	7407	7703
18	S	5284	5455	5628	5718	5996	6271	6555	6817	7088	7499	7802
19	B	5246	5416	5585	5674	5964	6245	6533	6812	7095	7527	7827
19	J	5246	5416	5585	5674	5964	6245	6533	6812	7095	7527	7827
19	Q	5479	5658	5834	5931	6236	6522	6835	7117	7417	7864	8180
19	S	5570	5748	5931	6033	6335	6624	6930	7217	7516	7962	8280
20	B	5536	5717	5897	5995	6298	6589	6905	7206	7504	7960	8279
20	Q	5783	5970	6158	6266	6581	6892	7219	7529	7842	8321	8655
20	S	5873	6065	6256	6365	6679	6988	7314	7626	7939	8415	8752
21	B	5844	6033	6223	6334	6658	6979	7305	7636	7956	8452	8789
21	U	5844	6033	6223	6334	6658	6979	7305	7636	7956	8452	8789
21	Q	6102	6301	6500	6618	6957	7294	7633	7983	8317	8834	9187
21	S	6191	6394	6596	6715	7053	7388	7734	8079	8411	8930	9286
22	B	6175	6373	6574	6694	7043	7386	7736	8094	8430	8955	9314
22	Q	6446	6655	6865	6994	7361	7721	8083	8456	8813	9359	9730
22	S	6537	6753	6965	7095	7453	7819	8180	8557	8914	9457	9836
23	B	6543	6757	6970	7101	7476	7861	8233	8611	8983	9553	9936
23	Q	6837	7060	7284	7423	7817	8215	8602	9003	9392	9980	10378
23	S	6924	7150	7375	7521	7912	8313	8701	9098	9490	10078	10477

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

24	B	6956	7186	7412	7557	7958	8377	8778	9185	9598	10201	10607
24	J	6956	7186	7412	7557	7958	8377	8778	9185	9598	10201	10607
24	Q	7269	7505	7743	7899	8320	8753	9176	9595	10029	10660	11086
24	S	7359	7600	7839	7997	8414	8847	9268	9694	10128	10755	11185
25	B	7413	7655	7896	8055	8496	8945	9390	9836	10285	10944	11380
25	J	7413	7655	7896	8055	8496	8945	9390	9836	10285	10944	11380
25	Q	7738	7992	8243	8415	8876	9341	9816	10284	10748	11436	11894
25	S	7828	8085	8341	8514	8974	9440	9910	10376	10840	11533	11998
26	B	7901	8159	8418	8596	9067	9549	10030	10499	10970	11676	12143
26	U	7901	8159	8418	8596	9067	9549	10030	10499	10970	11676	12143
26	Q	8282	8551	8820	9011	9498	10001	10506	10998	11489	12233	12721
26	S	8357	8629	8900	9093	9589	10098	10608	11102	11600	12353	12848
27	B	8429	8706	8982	9177	9677	10185	10701	11204	11708	12463	12964
27	J	8429	8706	8982	9177	9677	10185	10701	11204	11708	12463	12964
27	U	8429	8706	8982	9177	9677	10185	10701	11204	11708	12463	12964
27	Q	8809	9097	9385	9591	10112	10646	11189	11712	12237	13028	13550
28	B	8841	9131	9419	9628	10149	10687	11231	11757	12284	13078	13603
29	U	9276	9578	9881	10102	10653	11215	11784	12337	12890	13725	14272

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Section 310.APPENDIX A Negotiated Rates of Pay**Section 310.TABLE X RC-063 (Professional Employees, AFSCME)**

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Grade</u>
Actuary III	00203	RC-063	26
Architect	01440	RC-063	22
Chaplain I	06901	RC-063	16
Chaplain II	06902	RC-063	19
Child Welfare Administrative Case Reviewer	07190	RC-063	22
Child Welfare Advanced Specialist	07215	RC-063	19
Child Welfare Court Facilitator	07196	RC-063	22
Child Welfare Senior Specialist	07217	RC-063	22
Child Welfare Specialist	07218	RC-063	18
Civil Engineer I	07601	RC-063	15
Civil Engineer II	07602	RC-063	17
Civil Engineer III	07603	RC-063	19
Civil Engineer IV	07604	RC-063	22
Clinical Pharmacist	08235	RC-063	25
Clinical Psychologist	08250	RC-063	23
Clinical Psychology Associate	08255	RC-063	18
Corrections Assessment Specialist	09758	RC-063	19
Day Care Licensing Representative II	11472	RC-063	18
Dentist I	11751	RC-063	23
Dentist II	11752	RC-063	26
Educator – Career and Technical (9 Months), Illinois School for the Visually Impaired	13103	RC-063	11.5
Electrical Engineer, Department of Public Health	13180	RC-063	22
Environmental Engineer I	13751	RC-063	15
Environmental Engineer II	13752	RC-063	17
Environmental Engineer III	13753	RC-063	19
Environmental Engineer IV	13754	RC-063	22
Environmental Protection Engineer I	13791	RC-063	15
Environmental Protection Engineer II	13792	RC-063	17
Environmental Protection Engineer III	13793	RC-063	19
Environmental Protection Engineer IV	13794	RC-063	22
Environmental Protection Geologist I	13801	RC-063	15

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Environmental Protection Geologist II	13802	RC-063	17
Environmental Protection Geologist III	13803	RC-063	19
Fire Protection Engineer (State Fire Marshal)	15340	RC-063	22
Geographic Information Specialist I	17271	RC-063	19
Geographic Information Specialist II	17272	RC-063	23
Geographic Information Trainee	17276	RC-063	15
Graduate Pharmacist	17345	RC-063	20
Hearing and Speech Advanced Specialist	18227	RC-063	22
Hearing and Speech Associate	18231	RC-063	18
Hearing and Speech Specialist	18233	RC-063	20
Historical Library Chief of Acquisitions	16987	RC-063	19
Information Services Intern	21160	RC-063	15
Information Services Specialist I	21161	RC-063	17
Information Services Specialist II	21162	RC-063	19
Information Systems Analyst I	21165	RC-063	21
Information Systems Analyst II	21166	RC-063	23
Information Systems Analyst III	21167	RC-063	25
Laboratory Research Scientist	23025	RC-063	23
Landscape Architect	23145	RC-063	22
Landscape Planner	23150	RC-063	19
Librarian I	23401	RC-063	16
Librarian II	23402	RC-063	18
Management Systems Specialist	25583	RC-063	21
Manuscripts Manager, Abraham Lincoln Presidential Library and Museum	25610	RC-063	19
Mechanical Engineer I	26201	RC-063	15
Mechanical Engineer II	26202	RC-063	17
Mechanical Engineer III	26203	RC-063	19
Nutritionist	29820	RC-063	18
Occupational Therapist	29900	RC-063	17
Occupational Therapist Program Coordinator	29908	RC-063	19
Occupational Therapist Supervisor	29910	RC-063	21
Pharmacy Manager (Department of Human Services)	32025	RC-063	27
Pharmacy Services Coordinator	32010	RC-063	25
Physical Therapist	32145	RC-063	17
Physical Therapist Program Coordinator	32153	RC-063	19
Podiatrist	32960	RC-063	14
Project Designer	34725	RC-063	19

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Psychologist I	35611	RC-063	17
Psychologist II	35612	RC-063	20
Psychologist III	35613	RC-063	22
Psychologist Associate	35626	RC-063	15
Public Health Educator	36430	RC-063	19
Public Service Administrator, Option 8D	37015	RC-063	23
Public Service Administrator, Option 8P	37015	RC-063	26
Department of Human Services			
Public Service Administrator, Option 8U	37015	RC-063	21
Department of Human Services			
Public Service Administrator, Options 1, 3, 4, 6, 6E, 7 Criminal Justice Information Authority, 8A Department of Public Health, 8E, 8N, 8S Departments of Human Services and Veterans' Affairs and 8T	37015	RC-063	24
Public Service Administrator, Options 8H, 8I Department of Natural Resources and 9G	37015	RC-063	22
Rehabilitation/Mobility Instructor	38163	RC-063	19
Rehabilitation/Mobility Instructor Trainee	38167	RC-063	15
School Psychologist	39200	RC-063	19
Social Worker II	41412	RC-063	19
Social Worker III	41413	RC-063	20
Social Worker IV	41414	RC-063	22
Staff Pharmacist	41787	RC-063	24
Statistical Research Supervisor	42745	RC-063	20
Veterinarian I	47901	RC-063	18
Veterinarian II	47902	RC-063	20
Veterinarian III	47903	RC-063	21
Vision/Hearing Consultant I	47941	RC-063	16
Vision/Hearing Consultant II	47942	RC-063	20
Vision/Hearing Consultant III	47943	RC-063	21

NOTES: ~~Maximum Security Pay—Effective January 1, 2018, for all employees who are currently receiving maximum security pay, and are not working at a maximum security facility, the maximum security pay shall be removed.~~

Stipend – Effective June 30, 2019, and paid upon ratification of the 2019 collective bargaining agreement ~~Agreement signed August 21, 2019, provided that ratification occurs prior to August 15, 2019,~~ all bargaining unit employees shall receive a one-

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

time stipend of \$2,500 prorated by 25% for each year the employee was employed from July 1, 2015 through June 30, 2019.

Sub-Steps – Step 1a, 1b, and 1c shall be implemented for all employees hired on or after May 20, 2013, with a 3% step differential. Effective July 1, 2019, Step 1a, 1b, and 1c shall be increased by \$25 per month, with subsequent \$25 per month increases effective. ~~Effective July 1, 2020 and, Step 1a, 1b, and 1c shall be increased by an additional \$25 per month. Effective July 1, 2021, Step 1a, 1b, and 1c shall be increased by an additional \$25 per month. The rates are set out in the rate tables in this Section.~~

General Increases – Pay rates for all bargaining unit classifications and ~~steps~~Steps shall be increased by the specified percentage amounts effective on the following dates: January 1, 2020, 1.50%; July 1, 2020, 2.10%; July 1, 2021, 3.95%; July 1, 2022, 3.95%. Pay rates for each ~~step~~Step and their effective dates are listed in the rate tables in this Section.

~~Shift Differential Pay – Employees shall be paid a shift differential of \$0.80 per hour in addition to their base salary rate for all hours worked if their normal work schedule for that day provides that they are scheduled to work and they work ½ or more of the work hours before 7 a.m. or after 3 p.m. The payment shall be for all paid time. Incumbents who currently receive a percentage shift differential providing more than the cents per hour indicated in this Note based on the base rate of pay prior to the effective date shall have that percentage converted to the cents per hour equivalent rounded to the nearest cent and shall continue to receive the higher cents per hour rate. This provision shall not apply to employees who, because of "flex-time" scheduling made at their request, are scheduled and work hours that would otherwise qualify them for premium pay under this provision.~~

~~Option Clarification – The positions allocated to the Public Service Administrator title that are assigned to the negotiated RC-063 pay grade have the following options: 1; 3; 4; 6; 6E; 7; 8A; 8D; 8E; 8H; 8I; 8N; 8P; 8S; 8T; 8U; and 9G. See the definition of option in Section 310.50.~~

Longevity Pay – Effective January 1, 2002, the Step 8 rate shall be increased by \$25 per month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 7 in the same or higher pay grade on or before January 1, 2002. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 7 in

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

11.5	B	3119	3221	3324	3428	3585	3749	3909	4067	4232	4484	4664
11.5	Q	3254	3361	3469	3575	3747	3920	4083	4249	4424	4686	4875
11.5	S	3313	3422	3531	3640	3814	3986	4151	4315	4487	4754	4943
14	B	3647	3767	3887	4008	4159	4321	4511	4675	4852	5137	5342
14	Q	3803	3928	4053	4178	4336	4515	4709	4886	5073	5367	5580
14	S	3872	4000	4127	4255	4422	4594	4793	4973	5159	5453	5668
15	B	3792	3917	4042	4167	4351	4530	4706	4898	5082	5388	5601
15	Q	3957	4087	4218	4348	4538	4727	4918	5121	5310	5626	5854
15	S	4029	4163	4295	4428	4623	4810	5004	5208	5396	5715	5943
16	B	3969	4099	4230	4362	4556	4758	4954	5162	5368	5685	5913
16	Q	4141	4278	4415	4550	4758	4975	5182	5395	5610	5944	6184
16	S	4221	4361	4498	4638	4843	5060	5269	5480	5699	6027	6267
17	B	4159	4295	4432	4570	4780	4999	5212	5423	5643	5979	6218
17	Q	4338	4481	4625	4767	4996	5226	5444	5665	5898	6248	6500
17	S	4417	4562	4708	4853	5085	5314	5534	5753	5982	6339	6591
18	B	4377	4522	4665	4809	5041	5274	5516	5740	5971	6326	6581
18	Q	4571	4722	4873	5024	5271	5515	5766	6001	6240	6615	6878
18	S	4646	4800	4953	5106	5355	5601	5853	6088	6330	6697	6967
19	B	4612	4764	4916	5067	5325	5577	5834	6083	6336	6722	6990
19	Q	4821	4980	5138	5297	5568	5825	6103	6357	6624	7023	7304
19	S	4901	5062	5224	5387	5656	5915	6189	6445	6711	7109	7393
20	B	4873	5033	5194	5354	5625	5885	6167	6435	6701	7108	7392
20	Q	5092	5259	5427	5596	5877	6155	6447	6724	7003	7432	7729
20	S	5172	5344	5514	5684	5965	6240	6532	6810	7090	7514	7815
21	B	5146	5315	5485	5655	5946	6233	6523	6820	7105	7548	7849
21	Q	5377	5555	5732	5910	6214	6513	6817	7129	7428	7889	8204
21	S	5457	5637	5817	5997	6299	6597	6906	7215	7511	7975	8293

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

22	B	5441	5619	5799	5978	6290	6595	6908	7228	7529	7998	8318
22	Q	5683	5871	6058	6245	6573	6896	7219	7552	7870	8358	8689
22	S	5766	5957	6146	6336	6656	6982	7304	7641	7960	8445	8783
23	B	5770	5961	6151	6341	6677	7020	7352	7690	8023	8531	8873
23	Q	6033	6233	6432	6630	6980	7337	7682	8040	8387	8912	9268
23	S	6111	6313	6514	6716	7065	7424	7769	8124	8474	9000	9357
24	B	6141	6344	6546	6749	7107	7482	7838	8202	8570	9109	9472
24	Q	6419	6630	6843	7054	7431	7816	8194	8567	8956	9519	9900
24	S	6499	6714	6928	7142	7513	7901	8277	8657	9044	9604	9988
25	B	6547	6763	6979	7194	7586	7988	8385	8783	9184	9773	10163
25	Q	6838	7065	7289	7514	7927	8342	8766	9183	9598	10212	10622
25	S	6919	7147	7376	7603	8014	8430	8849	9266	9681	10299	10714
26	B	6984	7214	7445	7676	8097	8527	8957	9375	9796	10427	10844
26	Q	7323	7563	7805	8047	8482	8931	9382	9822	10259	10924	11361
26	S	7390	7634	7876	8120	8563	9018	9473	9914	10359	11032	11473
27	B	7456	7702	7949	8195	8641	9096	9556	10005	10455	11129	11576
27	Q	7794	8051	8308	8565	9031	9506	9992	10459	10928	11634	12100
28	B	7823	8081	8340	8598	9063	9544	10029	10499	10969	11679	12148
29	B	8211	8481	8752	9022	9513	10016	10523	11017	11511	12256	12745

Effective July 1, 2019
Bargaining Unit: RC-063

Pay Grade	Pay Plan Code	STEPS										
		1c	1b	1a	1	2	3	4	5	6	7	8

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

11.5	B	3144	3246	3349	3428	3585	3749	3909	4067	4232	4484	4664
11.5	Q	3279	3386	3494	3575	3747	3920	4083	4249	4424	4686	4875
11.5	S	3338	3447	3556	3640	3814	3986	4151	4315	4487	4754	4943
14	B	3672	3792	3912	4008	4159	4321	4511	4675	4852	5137	5342
14	Q	3828	3953	4078	4178	4336	4515	4709	4886	5073	5367	5580
14	S	3897	4025	4152	4255	4422	4594	4793	4973	5159	5453	5668
15	B	3817	3942	4067	4167	4351	4530	4706	4898	5082	5388	5601
15	Q	3982	4112	4243	4348	4538	4727	4918	5121	5310	5626	5854
15	S	4054	4188	4320	4428	4623	4810	5004	5208	5396	5715	5943
16	B	3994	4124	4255	4362	4556	4758	4954	5162	5368	5685	5913
16	Q	4166	4303	4440	4550	4758	4975	5182	5395	5610	5944	6184
16	S	4246	4386	4523	4638	4843	5060	5269	5480	5699	6027	6267
17	B	4184	4320	4457	4570	4780	4999	5212	5423	5643	5979	6218
17	Q	4363	4506	4650	4767	4996	5226	5444	5665	5898	6248	6500
17	S	4442	4587	4733	4853	5085	5314	5534	5753	5982	6339	6591
18	B	4402	4547	4690	4809	5041	5274	5516	5740	5971	6326	6581
18	Q	4596	4747	4898	5024	5271	5515	5766	6001	6240	6615	6878
18	S	4671	4825	4978	5106	5355	5601	5853	6088	6330	6697	6967
19	B	4637	4789	4941	5067	5325	5577	5834	6083	6336	6722	6990
19	Q	4846	5005	5163	5297	5568	5825	6103	6357	6624	7023	7304
19	S	4926	5087	5249	5387	5656	5915	6189	6445	6711	7109	7393
20	B	4898	5058	5219	5354	5625	5885	6167	6435	6701	7108	7392
20	Q	5117	5284	5452	5596	5877	6155	6447	6724	7003	7432	7729
20	S	5197	5369	5539	5684	5965	6240	6532	6810	7090	7514	7815
21	B	5171	5340	5510	5655	5946	6233	6523	6820	7105	7548	7849
21	Q	5402	5580	5757	5910	6214	6513	6817	7129	7428	7889	8204
21	S	5482	5662	5842	5997	6299	6597	6906	7215	7511	7975	8293

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

22	B	5466	5644	5824	5978	6290	6595	6908	7228	7529	7998	8318
22	Q	5708	5896	6083	6245	6573	6896	7219	7552	7870	8358	8689
22	S	5791	5982	6171	6336	6656	6982	7304	7641	7960	8445	8783
23	B	5795	5986	6176	6341	6677	7020	7352	7690	8023	8531	8873
23	Q	6058	6258	6457	6630	6980	7337	7682	8040	8387	8912	9268
23	S	6136	6338	6539	6716	7065	7424	7769	8124	8474	9000	9357
24	B	6166	6369	6571	6749	7107	7482	7838	8202	8570	9109	9472
24	Q	6444	6655	6868	7054	7431	7816	8194	8567	8956	9519	9900
24	S	6524	6739	6953	7142	7513	7901	8277	8657	9044	9604	9988
25	B	6572	6788	7004	7194	7586	7988	8385	8783	9184	9773	10163
25	Q	6863	7090	7314	7514	7927	8342	8766	9183	9598	10212	10622
25	S	6944	7172	7401	7603	8014	8430	8849	9266	9681	10299	10714
26	B	7009	7239	7470	7676	8097	8527	8957	9375	9796	10427	10844
26	Q	7348	7588	7830	8047	8482	8931	9382	9822	10259	10924	11361
26	S	7415	7659	7901	8120	8563	9018	9473	9914	10359	11032	11473
27	B	7481	7727	7974	8195	8641	9096	9556	10005	10455	11129	11576
27	Q	7819	8076	8333	8565	9031	9506	9992	10459	10928	11634	12100
28	B	7848	8106	8365	8598	9063	9544	10029	10499	10969	11679	12148
29	B	8236	8506	8777	9022	9513	10016	10523	11017	11511	12256	12745

**Effective January 1, 2020
Bargaining Unit: RC-063**

Pay Grade	Pay Plan Code	STEPS										
		1e	1b	1a	1	2	3	4	5	6	7	8
11.5	B	3191	3295	3399	3479	3639	3805	3968	4128	4295	4551	4734

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

11.5	Q	3328	3437	3546	3629	3803	3979	4144	4313	4490	4756	4948
11.5	S	3388	3499	3609	3695	3871	4046	4213	4380	4554	4825	5017
14	B	3727	3849	3971	4068	4221	4386	4579	4745	4925	5214	5422
14	Q	3885	4012	4139	4241	4401	4583	4780	4959	5149	5448	5664
14	S	3955	4085	4214	4319	4488	4663	4865	5048	5236	5535	5753
15	B	3874	4001	4128	4230	4416	4598	4777	4971	5158	5469	5685
15	Q	4042	4174	4307	4413	4606	4798	4992	5198	5390	5710	5942
15	S	4115	4251	4385	4494	4692	4882	5079	5286	5477	5801	6032
16	B	4054	4186	4319	4427	4624	4829	5028	5239	5449	5770	6002
16	Q	4228	4368	4507	4618	4829	5050	5260	5476	5694	6033	6277
16	S	4310	4452	4591	4708	4916	5136	5348	5562	5784	6117	6361
17	B	4247	4385	4524	4639	4852	5074	5290	5504	5728	6069	6311
17	Q	4428	4574	4720	4839	5071	5304	5526	5750	5986	6342	6598
17	S	4509	4656	4804	4926	5161	5394	5617	5839	6072	6434	6690
18	B	4468	4615	4760	4881	5117	5353	5599	5826	6061	6421	6680
18	Q	4665	4818	4971	5099	5350	5598	5852	6091	6334	6714	6981
18	S	4741	4897	5053	5183	5435	5685	5941	6179	6425	6797	7072
19	B	4707	4861	5015	5143	5405	5661	5922	6174	6431	6823	7095
19	Q	4919	5080	5240	5376	5652	5912	6195	6452	6723	7128	7414
19	S	5000	5163	5328	5468	5741	6004	6282	6542	6812	7216	7504
20	B	4971	5134	5297	5434	5709	5973	6260	6532	6802	7215	7503
20	Q	5194	5363	5534	5680	5965	6247	6544	6825	7108	7543	7845
20	S	5275	5450	5622	5769	6054	6334	6630	6912	7196	7627	7932
21	B	5249	5420	5593	5740	6035	6326	6621	6922	7212	7661	7967
21	Q	5483	5664	5843	5999	6307	6611	6919	7236	7539	8007	8327
21	S	5564	5747	5930	6087	6393	6696	7010	7323	7624	8095	8417

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

22	B	5548	5729	5911	6068	6384	6694	7012	7336	7642	8118	8443
22	Q	5794	5984	6174	6339	6672	6999	7327	7665	7988	8483	8819
22	S	5878	6072	6264	6431	6756	7087	7414	7756	8079	8572	8915
23	B	5882	6076	6269	6436	6777	7125	7462	7805	8143	8659	9006
23	Q	6149	6352	6554	6729	7085	7447	7797	8161	8513	9046	9407
23	S	6228	6433	6637	6817	7171	7535	7886	8246	8601	9135	9497
24	B	6258	6465	6670	6850	7214	7594	7956	8325	8699	9246	9614
24	Q	6541	6755	6971	7160	7542	7933	8317	8696	9090	9662	10049
24	S	6622	6840	7057	7249	7626	8020	8401	8787	9180	9748	10138
25	B	6671	6890	7109	7302	7700	8108	8511	8915	9322	9920	10315
25	Q	6966	7196	7424	7627	8046	8467	8897	9321	9742	10365	10781
25	S	7048	7280	7512	7717	8134	8556	8982	9405	9826	10453	10875
26	B	7114	7348	7582	7791	8218	8655	9091	9516	9943	10583	11007
26	Q	7458	7702	7947	8168	8609	9065	9523	9969	10413	11088	11531
26	S	7526	7774	8020	8242	8691	9153	9615	10063	10514	11197	11645
27	B	7593	7843	8094	8318	8771	9232	9699	10155	10612	11296	11750
27	Q	7936	8197	8458	8693	9166	9649	10142	10616	11092	11809	12282
28	B	7966	8228	8490	8727	9199	9687	10179	10656	11134	11854	12330
29	B	8360	8634	8909	9157	9656	10166	10681	11182	11684	12440	12936

**Effective July 1, 2020
Bargaining Unit: RC-063**

Pay Grade	Pay Plan Code	S T E P S										
		1c	1b	1a	1	2	3	4	5	6	7	8
11.5	B	3283	3389	3495	3552	3715	3885	4051	4215	4385	4647	4833

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

11.5	Q	3423	3534	3645	3705	3883	4063	4231	4404	4584	4856	5052
11.5	S	3484	3597	3710	3773	3952	4131	4301	4472	4650	4926	5122
14	B	3830	3955	4079	4153	4310	4478	4675	4845	5028	5323	5536
14	Q	3992	4121	4251	4330	4493	4679	4880	5063	5257	5562	5783
14	S	4063	4196	4327	4410	4582	4761	4967	5154	5346	5651	5874
15	B	3980	4110	4240	4319	4509	4695	4877	5075	5266	5584	5804
15	Q	4152	4287	4422	4506	4703	4899	5097	5307	5503	5830	6067
15	S	4226	4365	4502	4588	4791	4985	5186	5397	5592	5923	6159
16	B	4164	4299	4435	4520	4721	4930	5134	5349	5563	5891	6128
16	Q	4342	4485	4627	4715	4930	5156	5370	5591	5814	6160	6409
16	S	4426	4570	4712	4807	5019	5244	5460	5679	5905	6245	6495
17	B	4361	4502	4644	4736	4954	5181	5401	5620	5848	6196	6444
17	Q	4546	4695	4844	4941	5177	5415	5642	5871	6112	6475	6737
17	S	4629	4779	4930	5029	5269	5507	5735	5962	6200	6569	6830
18	B	4587	4737	4885	4984	5224	5465	5717	5948	6188	6556	6820
18	Q	4788	4944	5100	5206	5462	5716	5975	6219	6467	6855	7128
18	S	4866	5025	5184	5292	5549	5804	6066	6309	6560	6940	7221
19	B	4831	4988	5145	5251	5519	5780	6046	6304	6566	6966	7244
19	Q	5047	5212	5375	5489	5771	6036	6325	6587	6864	7278	7570
19	S	5130	5296	5465	5583	5862	6130	6414	6679	6955	7368	7662
20	B	5100	5267	5433	5548	5829	6098	6391	6669	6945	7367	7661
20	Q	5328	5501	5675	5799	6090	6378	6681	6968	7257	7701	8010
20	S	5411	5589	5765	5890	6181	6467	6769	7057	7347	7787	8099
21	B	5384	5559	5735	5861	6162	6459	6760	7067	7363	7822	8134
21	Q	5623	5808	5991	6125	6439	6750	7064	7388	7697	8175	8502
21	S	5706	5893	6080	6215	6527	6837	7157	7477	7784	8265	8594

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

22	B	5690	5874	6060	6195	6518	6835	7159	7490	7802	8288	8620
22	Q	5941	6135	6329	6472	6812	7146	7481	7826	8156	8661	9004
22	S	6026	6225	6421	6566	6898	7236	7570	7919	8249	8752	9102
23	B	6031	6229	6426	6571	6919	7275	7619	7969	8314	8841	9195
23	Q	6303	6510	6717	6870	7234	7603	7961	8332	8692	9236	9605
23	S	6384	6593	6801	6960	7322	7693	8052	8419	8782	9327	9696
24	B	6414	6626	6835	6994	7365	7753	8123	8500	8882	9440	9816
24	Q	6703	6922	7142	7310	7700	8100	8492	8879	9281	9865	10260
24	S	6786	7009	7230	7401	7786	8188	8577	8972	9373	9953	10351
25	B	6836	7060	7283	7455	7862	8278	8690	9102	9518	10128	10532
25	Q	7137	7372	7605	7787	8215	8645	9084	9517	9947	10583	11007
25	S	7221	7458	7695	7879	8305	8736	9171	9603	10032	10673	11103
26	B	7288	7527	7766	7955	8391	8837	9282	9716	10152	10805	11238
26	Q	7640	7889	8139	8340	8790	9255	9723	10178	10632	11321	11773
26	S	7709	7962	8213	8415	8874	9345	9817	10274	10735	11432	11890
27	B	7777	8033	8289	8493	8955	9426	9903	10368	10835	11533	11997
27	Q	8128	8394	8661	8876	9358	9852	10355	10839	11325	12057	12540
28	B	8158	8426	8693	8910	9392	9890	10393	10880	11368	12103	12589
29	B	8561	8840	9121	9349	9859	10379	10905	11417	11929	12701	13208

Effective July 1, 2021
Bargaining Unit: RC-063

Pay Grade	Pay Plan Code	S T E P S										
		1c	1b	1a	1	2	3	4	5	6	7	8
11.5	B	3438	3548	3658	3692	3862	4038	4211	4381	4558	4831	5024
11.5	Q	3583	3699	3814	3851	4036	4223	4398	4578	4765	5048	5252

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

11.5	S	3647	3764	3882	3922	4108	4294	4471	4649	4834	5121	5324
14	B	4006	4136	4265	4317	4480	4655	4860	5036	5227	5533	5755
14	Q	4175	4309	4444	4501	4670	4864	5073	5263	5465	5782	6011
14	S	4248	4387	4523	4584	4763	4949	5163	5358	5557	5874	6106
15	B	4162	4297	4432	4490	4687	4880	5070	5275	5474	5805	6033
15	Q	4341	4481	4622	4684	4889	5093	5298	5517	5720	6060	6307
15	S	4418	4562	4705	4769	4980	5182	5391	5610	5813	6157	6402
16	B	4353	4494	4635	4699	4907	5125	5337	5560	5783	6124	6370
16	Q	4539	4687	4835	4901	5125	5360	5582	5812	6044	6403	6662
16	S	4626	4776	4923	4997	5217	5451	5676	5903	6138	6492	6752
17	B	4558	4705	4852	4923	5150	5386	5614	5842	6079	6441	6699
17	Q	4751	4905	5060	5136	5381	5629	5865	6103	6353	6731	7003
17	S	4837	4993	5150	5228	5477	5725	5962	6197	6445	6828	7100
18	B	4793	4949	5103	5181	5430	5681	5943	6183	6432	6815	7089
18	Q	5002	5164	5326	5412	5678	5942	6211	6465	6722	7126	7410
18	S	5083	5248	5414	5501	5768	6033	6306	6558	6819	7214	7506
19	B	5047	5210	5373	5458	5737	6008	6285	6553	6825	7241	7530
19	Q	5271	5443	5612	5706	5999	6274	6575	6847	7135	7565	7869
19	S	5358	5530	5706	5804	6094	6372	6667	6943	7230	7659	7965
20	B	5326	5500	5673	5767	6059	6339	6643	6932	7219	7658	7964
20	Q	5563	5743	5924	6028	6331	6630	6945	7243	7544	8005	8326
20	S	5650	5835	6018	6123	6425	6722	7036	7336	7637	8095	8419
21	B	5622	5804	5987	6093	6405	6714	7027	7346	7654	8131	8455
21	Q	5870	6062	6253	6367	6693	7017	7343	7680	8001	8498	8838
21	S	5956	6151	6345	6460	6785	7107	7440	7772	8091	8591	8933
22	B	5940	6131	6324	6440	6775	7105	7442	7786	8110	8615	8960

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

22	Q	6201	6402	6604	6728	7081	7428	7776	8135	8478	9003	9360
22	S	6289	6496	6700	6825	7170	7522	7869	8232	8575	9098	9462
23	B	6294	6500	6705	6831	7192	7562	7920	8284	8642	9190	9558
23	Q	6577	6792	7007	7141	7520	7903	8275	8661	9035	9601	9984
23	S	6661	6878	7095	7235	7611	7997	8370	8752	9129	9695	10079
24	B	6692	6913	7130	7270	7656	8059	8444	8836	9233	9813	10204
24	Q	6993	7220	7449	7599	8004	8420	8827	9230	9648	10255	10665
24	S	7079	7311	7541	7693	8094	8511	8916	9326	9743	10346	10760
25	B	7131	7364	7596	7749	8173	8605	9033	9462	9894	10528	10948
25	Q	7444	7688	7930	8095	8539	8986	9443	9893	10340	11001	11442
25	S	7531	7778	8024	8190	8633	9081	9533	9982	10428	11095	11542
26	B	7601	7849	8098	8269	8722	9186	9649	10100	10553	11232	11682
26	Q	7967	8226	8485	8669	9137	9621	10107	10580	11052	11768	12238
26	S	8039	8301	8562	8747	9225	9714	10205	10680	11159	11884	12360
27	B	8109	8375	8641	8828	9309	9798	10294	10778	11263	11989	12471
27	Q	8474	8751	9028	9227	9728	10241	10764	11267	11772	12533	13035
28	B	8505	8784	9061	9262	9763	10281	10804	11310	11817	12581	13086
29	B	8924	9214	9506	9718	10248	10789	11336	11868	12400	13203	13730

Effective July 1, 2022
Bargaining Unit: RC-063

Pay Grade	Pay Plan Code	S T E P S										
		1c	1b	1a	1	2	3	4	5	6	7	8
11.5	B	3574	3688	3802	3838	4015	4198	4377	4554	4738	5022	5222
11.5	Q	3725	3845	3965	4003	4195	4390	4572	4759	4953	5247	5459
11.5	S	3791	3913	4035	4077	4270	4464	4648	4833	5025	5323	5534

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

14	B	4164	4299	4433	4488	4657	4839	5052	5235	5433	5752	5982
14	Q	4340	4479	4620	4679	4854	5056	5273	5471	5681	6010	6248
14	S	4416	4560	4702	4765	4951	5144	5367	5570	5777	6106	6347
15	B	4326	4467	4607	4667	4872	5073	5270	5483	5690	6034	6271
15	Q	4512	4658	4805	4869	5082	5294	5507	5735	5946	6299	6556
15	S	4593	4742	4891	4957	5177	5387	5604	5832	6043	6400	6655
16	B	4525	4672	4818	4885	5101	5327	5548	5780	6011	6366	6622
16	Q	4718	4872	5026	5095	5327	5572	5802	6042	6283	6656	6925
16	S	4809	4965	5117	5194	5423	5666	5900	6136	6380	6748	7019
17	B	4738	4891	5044	5117	5353	5599	5836	6073	6319	6695	6964
17	Q	4939	5099	5260	5339	5594	5851	6097	6344	6604	6997	7280
17	S	5028	5190	5353	5435	5693	5951	6197	6442	6700	7098	7380
18	B	4982	5144	5305	5386	5644	5905	6178	6427	6686	7084	7369
18	Q	5200	5368	5536	5626	5902	6177	6456	6720	6988	7407	7703
18	S	5284	5455	5628	5718	5996	6271	6555	6817	7088	7499	7802
19	B	5246	5416	5585	5674	5964	6245	6533	6812	7095	7527	7827
19	Q	5479	5658	5834	5931	6236	6522	6835	7117	7417	7864	8180
19	S	5570	5748	5931	6033	6335	6624	6930	7217	7516	7962	8280
20	B	5536	5717	5897	5995	6298	6589	6905	7206	7504	7960	8279
20	Q	5783	5970	6158	6266	6581	6892	7219	7529	7842	8321	8655
20	S	5873	6065	6256	6365	6679	6988	7314	7626	7939	8415	8752
21	B	5844	6033	6223	6334	6658	6979	7305	7636	7956	8452	8789
21	Q	6102	6301	6500	6618	6957	7294	7633	7983	8317	8834	9187
21	S	6191	6394	6596	6715	7053	7388	7734	8079	8411	8930	9286
22	B	6175	6373	6574	6694	7043	7386	7736	8094	8430	8955	9314
22	Q	6446	6655	6865	6994	7361	7721	8083	8456	8813	9359	9730

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

22	S	6537	6753	6965	7095	7453	7819	8180	8557	8914	9457	9836
23	B	6543	6757	6970	7101	7476	7861	8233	8611	8983	9553	9936
23	Q	6837	7060	7284	7423	7817	8215	8602	9003	9392	9980	10378
23	S	6924	7150	7375	7521	7912	8313	8701	9098	9490	10078	10477
24	B	6956	7186	7412	7557	7958	8377	8778	9185	9598	10201	10607
24	Q	7269	7505	7743	7899	8320	8753	9176	9595	10029	10660	11086
24	S	7359	7600	7839	7997	8414	8847	9268	9694	10128	10755	11185
25	B	7413	7655	7896	8055	8496	8945	9390	9836	10285	10944	11380
25	Q	7738	7992	8243	8415	8876	9341	9816	10284	10748	11436	11894
25	S	7828	8085	8341	8514	8974	9440	9910	10376	10840	11533	11998
26	B	7901	8159	8418	8596	9067	9549	10030	10499	10970	11676	12143
26	Q	8282	8551	8820	9011	9498	10001	10506	10998	11489	12233	12721
26	S	8357	8629	8900	9093	9589	10098	10608	11102	11600	12353	12848
27	B	8429	8706	8982	9177	9677	10185	10701	11204	11708	12463	12964
27	Q	8809	9097	9385	9591	10112	10646	11189	11712	12237	13028	13550
28	B	8841	9131	9419	9628	10149	10687	11231	11757	12284	13078	13603
29	B	9276	9578	9881	10102	10653	11215	11784	12337	12890	13725	14272

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Section 310.APPENDIX A Negotiated Rates of Pay**Section 310.TABLE Y RC-063 (Educators, Juvenile Justice School Counselors and Special Education Resources Coordinators, AFSCME)**

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Months</u>	<u>Education Levels</u>	<u>Pay Plan Codes</u>
Educator	13100	RC-063	12	All	E, L, & P
Educator	13100	RC-063	9	All	M, O, V, W & X
Juvenile Justice School Counselor	21970	RC-063	12	MA through MA +32	L & P
Special Education Resources Coordinator	41680	RC-063	12	All	L & P

NOTES: ~~Maximum Security Pay – Effective January 1, 2018, for all employees who are currently receiving maximum security pay, and are not working at a maximum security facility, the maximum security pay shall be removed.~~

Stipend – Effective June 30, 2019, and paid upon ratification of the 2019 collective bargaining agreement ~~Agreement signed August 21, 2019, provided that ratification occurs prior to August 15, 2019,~~ all bargaining unit employees shall receive a one-time stipend of \$2,500 prorated by 25% for each year the employee was employed from July 1, 2015 through June 30, 2019.

Sub-Steps – Step 1a, 1b, and 1c shall be implemented for all employees hired on or after May 20, 2013, with a 3% step differential. Effective July 1, 2019, Step 1a, 1b, and 1c shall be increased by \$25 per month, with subsequent \$25 per month increases effective. ~~Effective July 1, 2020 and, Step 1a, 1b, and 1c shall be increased by an additional \$25 per month. Effective July 1, 2021, Step 1a, 1b, and 1c shall be increased by an additional \$25 per month. The rates are set out in the rate tables below.~~

General Increases – ~~The pay~~ Effective January 1, 2020, the pay rates for all bargaining unit classifications and steps shall be increased by the specified percentage amounts effective on the following dates: January 1, 2020, 1.50% ; which rates are set out in a rate table below. Effective July 1, 2020, the pay rates for all bargaining unit classifications and steps shall be increased by 2.10% ; which rates are set out in a rate table below. Effective July 1, 2021, the pay rates for all bargaining unit classifications and steps shall be increased by 3.95% ; and which rates are set out in rate table below. Effective July 1, 2022, the pay rates for all bargaining unit

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~classifications and steps shall be increased by 3.95%, which rates are set out in a rate table below. Pay rates for each step and their effective dates are listed in the rate tables in this Section.~~

~~Academic Year Educators—Beginning with the 2019 school year, steps and pay rates for Academic Year Educators at the Illinois School for the Visually Impaired and Illinois Center for Rehabilitation and Education Roosevelt shall be increased in accordance with the rate tables below.~~

~~Shift Differential Pay—Employees shall be paid a shift differential of \$0.80 per hour in addition to their base salary rate for all hours worked if their normal work schedule for that day provides that they are scheduled to work and they work ½ or more of the work hours before 7 a.m. or after 3 p.m. The payment shall be for all paid time. Incumbents who currently receive a percentage shift differential providing more than the cents per hour indicated in this Note based on the base rate of pay prior to the effective date shall have that percentage converted to the cents per hour equivalent rounded to the nearest cent and shall continue to receive the higher cents per hour rate. This provision shall not apply to employees who, because of "flex-time" scheduling made at their request, are scheduled and work hours which would otherwise qualify them for premium pay under this provision.~~

Longevity Pay – Effective January 1, 2002, the Step 8 rate shall be increased by \$25 per month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 7 in the same or higher pay grade on or before January 1, 2002. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 7 in the same or higher pay grade on or before January 1, 2002, the Step 8 rate shall be increased by \$50 per month. For employees not eligible for longevity pay on or before January 1, 2002, the Step 8 rate shall be increased by \$25 per month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade, the Step 8 rate shall be increased by \$50 per month. Effective July 1, 2010, the Step 8 rate shall be increased by \$50 per month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2010. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2010, the Step 8 rate

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

shall be increased by \$75 per month. Effective July 1, 2013, the Step 8 rate shall be increased by \$25 per month to \$75 a month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2013. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2013, the Step 8 rate shall be increased by \$25 per month to \$100 a month. Employees whose salaries are red-circled above the maximum Step rate continue to receive all applicable general increases and any other adjustments (except the longevity pay) provided for in ~~an applicable collective bargaining agreement~~ ~~the Agreement~~. For these employees, the longevity pay shall be limited to the amount that would increase the employee's salary to the amount that is equal to that of an employee on the maximum Step rate with the same number of years of continuous and creditable service. Employees receiving the longevity pay shall continue to receive the longevity pay as long as they remain in the same or successor classification as a result of a reclassification or reevaluation. Employees who are eligible for the increase provided for longevity pay on or before January 1, 2002, shall continue to receive longevity pay after being placed on Step 8 while they remain in the same or lower pay grade.

Effective July 1, 2019
Bargaining Unit: RC-063

12- Month Lane	Educational Level	Pay Plan Code	STEPS										
			1e	1b	1a	1	2	3	4	5	6	7	8
1	BA	E	4273	4413	4553	4669	4888	5101	5336	5610	5871	6369	6624
1	BA	L	4336	4478	4619	4737	4955	5178	5417	5694	5958	6463	6721
1	BA	P	4411	4556	4701	4821	5046	5260	5500	5778	6047	6548	6810
2	BA+8 Hours	E	4386	4530	4673	4792	5014	5240	5515	5798	6072	6585	6850
2	BA+8 Hours	L	4453	4599	4746	4866	5088	5315	5594	5880	6161	6683	6949
2	BA+8 Hours	P	4531	4678	4827	4951	5177	5402	5681	5968	6248	6766	7036
3	BA+16 Hours	E	4491	4637	4785	4906	5142	5404	5690	5964	6266	6797	7068
3	BA+16 Hours	L	4555	4705	4854	4979	5216	5481	5773	6052	6358	6896	7172
3	BA+16 Hours	P	4633	4785	4936	5063	5302	5569	5860	6138	6447	6982	7262
4	BA+24 Hours	E	4593	4744	4893	5018	5270	5567	5861	6162	6460	7020	7300
4	BA+24 Hours	L	4659	4812	4965	5093	5349	5649	5947	6255	6555	7120	7407

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

4	BA + 24 Hours	P	4740	4896	5052	5182	5433	5734	6030	6343	6641	7212	7499
5	MA	E	4710	4864	5019	5148	5420	5730	6035	6354	6649	7230	7520
5	MA	L	4776	4933	5089	5221	5500	5813	6123	6445	6754	7337	7633
5	MA	P	4858	5017	5176	5310	5585	5898	6207	6531	6839	7424	7720
6	MA + 16 Hours	E	4795	4952	5109	5241	5549	5854	6161	6480	6783	7377	7670
6	MA + 16 Hours	L	4864	5023	5183	5317	5626	5938	6250	6579	6882	7486	7784
6	MA + 16 Hours	P	4942	5104	5266	5403	5715	6024	6342	6664	6973	7566	7870
7	MA + 32 Hours	E	4941	5103	5265	5402	5705	6020	6333	6646	6956	7554	7856
7	MA + 32 Hours	L	5013	5177	5341	5480	5790	6107	6428	6749	7058	7661	7969
7	MA + 32 Hours	P	5091	5260	5426	5568	5875	6195	6513	6837	7144	7751	8061

Effective July 1, 2019
Bargaining Unit: RC-063

9- Month Lane	Educational Level	Pay Plan Code	STEPS										
			1e	1b	1a	1	2	3	4	5	6	7	8
01	BA	M	3156	3259	3363	3447	3636	3835	4024	4231	4428	4858	5051
01	BA	O	3156	3259	3363	3447	3636	3835	4024	4231	4428	4858	5051
01	BA	V	3156	3259	3363	3447	3636	3835	4024	4231	4428	4858	5051
01	BA	W	3203	3307	3412	3497	3686	3893	4085	4294	4494	4930	5125
01	BA	X	3258	3365	3472	3559	3754	3955	4148	4358	4561	4995	5193
02	BA + 8 Hours	M	3253	3361	3467	3555	3746	3951	4155	4371	4579	5016	5217
02	BA + 8 Hours	O	3253	3361	3467	3555	3746	3951	4155	4371	4579	5016	5217
02	BA + 8 Hours	V	3253	3361	3467	3555	3746	3951	4155	4371	4579	5016	5217
02	BA + 8 Hours	W	3303	3412	3521	3610	3801	4008	4215	4433	4646	5091	5292
02	BA + 8 Hours	X	3361	3471	3581	3673	3868	4073	4280	4499	4712	5154	5359
03	BA + 16 Hours	M	3338	3447	3556	3647	3861	4077	4290	4495	4722	5181	5388
03	BA + 16 Hours	O	3338	3447	3556	3647	3861	4077	4290	4495	4722	5181	5388
03	BA + 16 Hours	V	3338	3447	3556	3647	3861	4077	4290	4495	4722	5181	5388
03	BA + 16 Hours	W	3386	3498	3607	3701	3917	4135	4353	4561	4791	5256	5467
03	BA + 16 Hours	X	3444	3557	3668	3764	3981	4201	4418	4626	4858	5322	5536
04	BA + 24 Hours	M	3431	3543	3655	3749	3975	4198	4420	4650	4872	5347	5563
04	BA + 24 Hours	O	3431	3543	3655	3749	3975	4198	4420	4650	4872	5347	5563
04	BA + 24 Hours	V	3431	3543	3655	3749	3975	4198	4420	4650	4872	5347	5563

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

04	BA+24 Hours	W	3480	3594	3709	3805	4035	4260	4485	4720	4944	5423	5645
04	BA+24 Hours	X	3541	3657	3774	3872	4098	4324	4547	4787	5009	5493	5715
05	MA	M	3536	3651	3768	3864	4090	4318	4550	4787	5014	5503	5724
05	MA	O	3536	3651	3768	3864	4090	4318	4550	4787	5014	5503	5724
05	MA	V	3536	3651	3768	3864	4090	4318	4550	4787	5014	5503	5724
05	MA	W	3586	3703	3821	3919	4150	4381	4616	4856	5093	5584	5810
05	MA	X	3647	3766	3886	3986	4215	4445	4680	4920	5157	5651	5876
06	MA+16 Hours	M	3619	3737	3856	3956	4184	4415	4648	4888	5110	5609	5831
06	MA+16 Hours	O	3619	3737	3856	3956	4184	4415	4648	4888	5110	5609	5831
06	MA+16 Hours	V	3619	3737	3856	3956	4184	4415	4648	4888	5110	5609	5831
06	MA+16 Hours	W	3671	3791	3912	4013	4242	4478	4715	4963	5185	5692	5918
06	MA+16 Hours	X	3730	3852	3974	4078	4309	4543	4785	5027	5253	5753	5983
07	MA+32 Hours	M	3727	3850	3972	4075	4304	4537	4774	5011	5242	5745	5976
07	MA+32 Hours	O	3727	3850	3972	4075	4304	4537	4774	5011	5242	5745	5976
07	MA+32 Hours	V	3727	3850	3972	4075	4304	4537	4774	5011	5242	5745	5976
07	MA+32 Hours	W	3781	3906	4029	4134	4368	4603	4846	5089	5319	5826	6062
07	MA+32 Hours	X	3840	3968	4093	4200	4432	4669	4910	5155	5384	5895	6132

Effective January 1, 2020
Bargaining Unit: RC-063

12-Month Lane	Educational Level	Pay Plan Code	STEPS										
			1e	1b	1a	1	2	3	4	5	6	7	8
1	BA	E	4337	4479	4621	4739	4961	5178	5416	5694	5959	6465	6723
1	BA	L	4401	4545	4688	4808	5029	5256	5498	5779	6047	6560	6822
1	BA	P	4477	4624	4772	4893	5122	5339	5583	5865	6138	6646	6912
2	BA+8 Hours	E	4452	4598	4743	4864	5089	5319	5598	5885	6163	6684	6953
2	BA+8 Hours	L	4520	4668	4817	4939	5164	5395	5678	5968	6253	6783	7053
2	BA+8 Hours	P	4599	4748	4899	5025	5255	5483	5766	6058	6342	6867	7142
3	BA+16 Hours	E	4558	4707	4857	4980	5219	5485	5775	6053	6360	6899	7174
3	BA+16 Hours	L	4623	4776	4927	5054	5294	5563	5860	6143	6453	6999	7280
3	BA+16 Hours	P	4702	4857	5010	5139	5382	5653	5948	6230	6544	7087	7371
4	BA+24 Hours	E	4662	4815	4966	5093	5349	5651	5949	6254	6557	7125	7410
4	BA+24 Hours	L	4729	4884	5039	5169	5429	5734	6036	6349	6653	7227	7518

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

4	BA+24 Hours	P	4811	4969	5128	5260	5514	5820	6120	6438	6741	7320	7611
5	MA	E	4781	4937	5094	5225	5501	5816	6126	6449	6749	7338	7633
5	MA	L	4848	5007	5165	5299	5583	5900	6215	6542	6855	7447	7747
5	MA	P	4931	5092	5254	5390	5669	5986	6300	6629	6942	7535	7836
6	MA+16 Hours	E	4867	5026	5186	5320	5632	5942	6253	6577	6885	7488	7785
6	MA+16 Hours	L	4937	5098	5261	5397	5710	6027	6344	6678	6985	7598	7901
6	MA+16 Hours	P	5016	5181	5345	5484	5801	6114	6437	6764	7078	7679	7988
7	MA+32 Hours	E	5015	5180	5344	5483	5791	6110	6428	6746	7060	7667	7974
7	MA+32 Hours	L	5088	5255	5421	5562	5877	6199	6524	6850	7164	7776	8089
7	MA+32 Hours	P	5167	5339	5507	5652	5963	6288	6611	6940	7251	7867	8182

Effective January 1, 2020
Bargaining Unit: RC-063

9- Month Lane	Educational Level	Pay Plan Code	S T E P S										
			1e	1b	1a	1	2	3	4	5	6	7	8
01	BA	M	3203	3308	3413	3499	3691	3893	4084	4294	4494	4931	5127
01	BA	O	3203	3308	3413	3499	3691	3893	4084	4294	4494	4931	5127
01	BA	V	3203	3308	3413	3499	3691	3893	4084	4294	4494	4931	5127
01	BA	W	3251	3357	3463	3549	3741	3951	4146	4358	4561	5004	5202
01	BA	X	3307	3415	3524	3612	3810	4014	4210	4423	4629	5070	5271
02	BA+8 Hours	M	3302	3411	3519	3608	3802	4010	4217	4437	4648	5091	5295
02	BA+8 Hours	O	3302	3411	3519	3608	3802	4010	4217	4437	4648	5091	5295
02	BA+8 Hours	V	3302	3411	3519	3608	3802	4010	4217	4437	4648	5091	5295
02	BA+8 Hours	W	3353	3463	3574	3664	3858	4068	4278	4499	4716	5167	5371
02	BA+8 Hours	X	3411	3523	3635	3728	3926	4134	4344	4566	4783	5231	5439
03	BA+16 Hours	M	3388	3499	3609	3702	3919	4138	4354	4562	4793	5259	5469
03	BA+16 Hours	O	3388	3499	3609	3702	3919	4138	4354	4562	4793	5259	5469
03	BA+16 Hours	V	3388	3499	3609	3702	3919	4138	4354	4562	4793	5259	5469
03	BA+16 Hours	W	3437	3550	3661	3757	3976	4197	4418	4629	4863	5335	5549
03	BA+16 Hours	X	3496	3610	3723	3820	4041	4264	4484	4695	4931	5402	5619
04	BA+24 Hours	M	3482	3596	3710	3805	4035	4261	4486	4720	4945	5427	5646
04	BA+24 Hours	O	3482	3596	3710	3805	4035	4261	4486	4720	4945	5427	5646
04	BA+24 Hours	V	3482	3596	3710	3805	4035	4261	4486	4720	4945	5427	5646

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

04	BA + 24 Hours	W	3532	3648	3765	3862	4096	4324	4552	4791	5018	5504	5730
04	BA + 24 Hours	X	3594	3712	3831	3930	4159	4389	4615	4859	5084	5575	5801
05	MA	M	3589	3706	3825	3922	4151	4383	4618	4859	5089	5586	5810
05	MA	O	3589	3706	3825	3922	4151	4383	4618	4859	5089	5586	5810
05	MA	V	3589	3706	3825	3922	4151	4383	4618	4859	5089	5586	5810
05	MA	W	3640	3759	3878	3978	4212	4447	4685	4929	5169	5668	5897
05	MA	X	3702	3822	3944	4046	4278	4512	4750	4994	5234	5736	5964
06	MA + 16 Hours	M	3673	3793	3914	4015	4247	4481	4718	4961	5187	5693	5918
06	MA + 16 Hours	O	3673	3793	3914	4015	4247	4481	4718	4961	5187	5693	5918
06	MA + 16 Hours	V	3673	3793	3914	4015	4247	4481	4718	4961	5187	5693	5918
06	MA + 16 Hours	W	3726	3848	3971	4073	4306	4545	4786	5037	5263	5777	6007
06	MA + 16 Hours	X	3786	3910	4034	4139	4374	4611	4857	5102	5332	5839	6073
07	MA + 32 Hours	M	3783	3908	4032	4136	4369	4605	4846	5086	5321	5831	6066
07	MA + 32 Hours	O	3783	3908	4032	4136	4369	4605	4846	5086	5321	5831	6066
07	MA + 32 Hours	V	3783	3908	4032	4136	4369	4605	4846	5086	5321	5831	6066
07	MA + 32 Hours	W	3838	3965	4089	4196	4434	4672	4919	5165	5399	5913	6153
07	MA + 32 Hours	X	3898	4028	4154	4263	4498	4739	4984	5232	5465	5983	6224

Effective July 1, 2020
Bargaining Unit: RC-063

12- Month Lane	Educational Level	Pay Plan Code	S T E P S										
			1c	1b	1a	1	2	3	4	5	6	7	8
1	BA	E	4453	4598	4743	4839	5065	5287	5530	5814	6084	6601	6864
1	BA	L	4518	4665	4811	4909	5135	5366	5613	5900	6174	6698	6965
1	BA	P	4596	4746	4897	4996	5230	5451	5700	5988	6267	6786	7057
2	BA + 8 Hours	E	4570	4720	4868	4966	5196	5431	5716	6009	6292	6824	7099
2	BA + 8 Hours	L	4640	4791	4943	5043	5272	5508	5797	6093	6384	6925	7201
2	BA + 8 Hours	P	4721	4873	5027	5131	5365	5598	5887	6185	6475	7011	7292
3	BA + 16 Hours	E	4679	4831	4984	5085	5329	5600	5896	6180	6494	7044	7325
3	BA + 16 Hours	L	4745	4901	5055	5160	5405	5680	5983	6272	6589	7146	7433
3	BA + 16 Hours	P	4826	4984	5140	5247	5495	5772	6073	6361	6681	7236	7526
4	BA + 24 Hours	E	4785	4941	5095	5200	5461	5770	6074	6385	6695	7275	7566

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

4	BA + 24 Hours	L	4853	5012	5170	5278	5543	5854	6163	6482	6793	7379	7676
4	BA + 24 Hours	P	4937	5098	5261	5370	5630	5942	6249	6573	6883	7474	7771
5	MA	E	4906	5066	5226	5335	5617	5938	6255	6584	6891	7492	7793
5	MA	L	4975	5137	5298	5410	5700	6024	6346	6679	6999	7603	7910
5	MA	P	5060	5224	5389	5503	5788	6112	6432	6768	7088	7693	8001
6	MA + 16 Hours	E	4994	5157	5320	5432	5750	6067	6384	6715	7030	7645	7948
6	MA + 16 Hours	L	5066	5230	5396	5510	5830	6154	6477	6818	7132	7758	8067
6	MA + 16 Hours	P	5146	5315	5482	5599	5923	6242	6572	6906	7227	7840	8156
7	MA + 32 Hours	E	5145	5314	5481	5598	5913	6238	6563	6888	7208	7828	8141
7	MA + 32 Hours	L	5220	5390	5560	5679	6000	6329	6661	6994	7314	7939	8259
7	MA + 32 Hours	P	5301	5476	5648	5771	6088	6420	6750	7086	7403	8032	8354

Effective July 1, 2020
Bargaining Unit: RC-063

9- Month Lane	Educational Level	Pay Plan Code	S T E P S										
			1c	1b	1a	1	2	3	4	5	6	7	8
01	BA	M	3289	3396	3503	3572	3769	3975	4170	4384	4588	5035	5235
01	BA	O	3289	3396	3503	3572	3769	3975	4170	4384	4588	5035	5235
01	BA	V	3289	3396	3503	3572	3769	3975	4170	4384	4588	5035	5235
01	BA	W	3338	3446	3554	3624	3820	4034	4233	4450	4657	5109	5311
01	BA	X	3395	3505	3617	3688	3890	4098	4298	4516	4726	5176	5382
02	BA + 8 Hours	M	3390	3501	3612	3684	3882	4094	4306	4530	4746	5198	5406
02	BA + 8 Hours	O	3390	3501	3612	3684	3882	4094	4306	4530	4746	5198	5406
02	BA + 8 Hours	V	3390	3501	3612	3684	3882	4094	4306	4530	4746	5198	5406
02	BA + 8 Hours	W	3442	3554	3668	3741	3939	4153	4368	4593	4815	5276	5484
02	BA + 8 Hours	X	3501	3616	3730	3806	4008	4221	4435	4662	4883	5341	5553
03	BA + 16 Hours	M	3478	3591	3704	3780	4001	4225	4445	4658	4894	5369	5584
03	BA + 16 Hours	O	3478	3591	3704	3780	4001	4225	4445	4658	4894	5369	5584
03	BA + 16 Hours	V	3478	3591	3704	3780	4001	4225	4445	4658	4894	5369	5584
03	BA + 16 Hours	W	3528	3643	3757	3836	4059	4285	4511	4726	4965	5447	5666
03	BA + 16 Hours	X	3588	3705	3820	3900	4126	4354	4578	4794	5035	5515	5737
04	BA + 24 Hours	M	3574	3690	3807	3885	4120	4350	4580	4819	5049	5541	5765
04	BA + 24 Hours	O	3574	3690	3807	3885	4120	4350	4580	4819	5049	5541	5765

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

04	BA + 24 Hours	V	3574	3690	3807	3885	4120	4350	4580	4819	5049	5541	5765
04	BA + 24 Hours	W	3625	3743	3863	3943	4182	4415	4648	4892	5123	5620	5850
04	BA + 24 Hours	X	3688	3809	3930	4013	4246	4481	4712	4961	5191	5692	5923
05	MA	M	3683	3803	3924	4004	4238	4475	4715	4961	5196	5703	5932
05	MA	O	3683	3803	3924	4004	4238	4475	4715	4961	5196	5703	5932
05	MA	V	3683	3803	3924	4004	4238	4475	4715	4961	5196	5703	5932
05	MA	W	3735	3857	3978	4062	4300	4540	4783	5033	5278	5787	6021
05	MA	X	3798	3921	4046	4131	4368	4607	4850	5099	5344	5856	6089
06	MA + 16 Hours	M	3769	3891	4015	4099	4336	4575	4817	5065	5296	5813	6042
06	MA + 16 Hours	O	3769	3891	4015	4099	4336	4575	4817	5065	5296	5813	6042
06	MA + 16 Hours	V	3769	3891	4015	4099	4336	4575	4817	5065	5296	5813	6042
06	MA + 16 Hours	W	3823	3948	4073	4159	4396	4640	4887	5143	5374	5898	6133
06	MA + 16 Hours	X	3884	4011	4137	4226	4466	4708	4959	5209	5444	5962	6201
07	MA + 32 Hours	M	3881	4009	4135	4223	4461	4702	4948	5193	5433	5953	6193
07	MA + 32 Hours	O	3881	4009	4135	4223	4461	4702	4948	5193	5433	5953	6193
07	MA + 32 Hours	V	3881	4009	4135	4223	4461	4702	4948	5193	5433	5953	6193
07	MA + 32 Hours	W	3937	4067	4194	4284	4527	4770	5022	5273	5512	6037	6282
07	MA + 32 Hours	X	3999	4131	4260	4353	4592	4839	5089	5342	5580	6109	6355

Effective July 1, 2021
Bargaining Unit: RC-063

12- Month Lane	Educational Level	Pay Plan Code	S T E P S										
			1c	1b	1a	1	2	3	4	5	6	7	8
1	BA	E	4654	4805	4955	5030	5265	5496	5748	6044	6324	6862	7135
1	BA	L	4721	4874	5026	5103	5338	5578	5835	6133	6418	6963	7240
1	BA	P	4803	4958	5115	5193	5437	5666	5925	6225	6515	7054	7336
2	BA + 8 Hours	E	4776	4931	5085	5162	5401	5646	5942	6246	6541	7094	7379
2	BA + 8 Hours	L	4848	5005	5163	5242	5480	5726	6026	6334	6636	7199	7485
2	BA + 8 Hours	P	4932	5090	5251	5334	5577	5819	6120	6429	6731	7288	7580
3	BA + 16 Hours	E	4889	5047	5206	5286	5539	5821	6129	6424	6751	7322	7614
3	BA + 16 Hours	L	4957	5120	5280	5364	5618	5904	6219	6520	6849	7428	7727
3	BA + 16 Hours	P	5042	5206	5368	5454	5712	6000	6313	6612	6945	7522	7823

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

4	BA + 24 Hours	E	4999	5161	5321	5405	5677	5998	6314	6637	6959	7562	7865
4	BA + 24 Hours	L	5070	5235	5399	5486	5762	6085	6406	6738	7061	7670	7979
4	BA + 24 Hours	P	5157	5324	5494	5582	5852	6177	6496	6833	7155	7769	8078
5	MA	E	5125	5291	5457	5546	5839	6173	6502	6844	7163	7788	8101
5	MA	L	5197	5365	5532	5624	5925	6262	6597	6943	7275	7903	8222
5	MA	P	5285	5455	5627	5720	6017	6353	6686	7035	7368	7997	8317
6	MA + 16 Hours	E	5216	5386	5555	5647	5977	6307	6636	6980	7308	7947	8262
6	MA + 16 Hours	L	5291	5462	5634	5728	6060	6397	6733	7087	7414	8064	8386
6	MA + 16 Hours	P	5374	5550	5724	5820	6157	6489	6832	7179	7512	8150	8478
7	MA + 32 Hours	E	5373	5549	5722	5819	6147	6484	6822	7160	7493	8137	8463
7	MA + 32 Hours	L	5451	5628	5805	5903	6237	6579	6924	7270	7603	8253	8585
7	MA + 32 Hours	P	5535	5717	5896	5999	6328	6674	7017	7366	7695	8349	8684

Effective July 1, 2021
Bargaining Unit: RC-063

9- Month Lane	Educational Level	Pay Plan Code	S T E P S										
			1c	1b	1a	1	2	3	4	5	6	7	8
01	BA	M	3438	3549	3660	3713	3918	4132	4335	4557	4769	5234	5442
01	BA	O	3438	3549	3660	3713	3918	4132	4335	4557	4769	5234	5442
01	BA	V	3438	3549	3660	3713	3918	4132	4335	4557	4769	5234	5442
01	BA	W	3489	3601	3713	3767	3971	4193	4400	4626	4841	5311	5521
01	BA	X	3548	3662	3779	3834	4044	4260	4468	4694	4913	5380	5595
02	BA + 8 Hours	M	3543	3658	3773	3830	4035	4256	4476	4709	4933	5403	5620
02	BA + 8 Hours	O	3543	3658	3773	3830	4035	4256	4476	4709	4933	5403	5620
02	BA + 8 Hours	V	3543	3658	3773	3830	4035	4256	4476	4709	4933	5403	5620
02	BA + 8 Hours	W	3597	3713	3832	3889	4095	4317	4541	4774	5005	5484	5701
02	BA + 8 Hours	X	3658	3778	3896	3956	4166	4388	4610	4846	5076	5552	5772
03	BA + 16 Hours	M	3634	3752	3869	3929	4159	4392	4621	4842	5087	5581	5805
03	BA + 16 Hours	O	3634	3752	3869	3929	4159	4392	4621	4842	5087	5581	5805
03	BA + 16 Hours	V	3634	3752	3869	3929	4159	4392	4621	4842	5087	5581	5805
03	BA + 16 Hours	W	3686	3806	3924	3988	4219	4454	4689	4913	5161	5662	5890
03	BA + 16 Hours	X	3748	3870	3990	4054	4289	4526	4759	4983	5234	5733	5964
04	BA + 24 Hours	M	3734	3855	3976	4038	4283	4522	4761	5009	5248	5760	5993

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

04	BA + 24 Hours	O	3734	3855	3976	4038	4283	4522	4761	5009	5248	5760	5993
04	BA + 24 Hours	V	3734	3855	3976	4038	4283	4522	4761	5009	5248	5760	5993
04	BA + 24 Hours	W	3787	3910	4034	4099	4347	4589	4832	5085	5325	5842	6081
04	BA + 24 Hours	X	3852	3978	4104	4172	4414	4658	4898	5157	5396	5917	6157
05	MA	M	3847	3972	4098	4162	4405	4652	4901	5157	5401	5928	6166
05	MA	O	3847	3972	4098	4162	4405	4652	4901	5157	5401	5928	6166
05	MA	V	3847	3972	4098	4162	4405	4652	4901	5157	5401	5928	6166
05	MA	W	3901	4028	4154	4222	4470	4719	4972	5232	5486	6016	6259
05	MA	X	3967	4095	4225	4294	4541	4789	5042	5300	5555	6087	6330
06	MA + 16 Hours	M	3937	4063	4192	4261	4507	4756	5007	5265	5505	6043	6281
06	MA + 16 Hours	O	3937	4063	4192	4261	4507	4756	5007	5265	5505	6043	6281
06	MA + 16 Hours	V	3937	4063	4192	4261	4507	4756	5007	5265	5505	6043	6281
06	MA + 16 Hours	W	3993	4123	4253	4323	4570	4823	5080	5346	5586	6131	6375
06	MA + 16 Hours	X	4056	4188	4319	4393	4642	4894	5155	5415	5659	6197	6446
07	MA + 32 Hours	M	4053	4186	4317	4390	4637	4888	5143	5398	5648	6188	6438
07	MA + 32 Hours	O	4053	4186	4317	4390	4637	4888	5143	5398	5648	6188	6438
07	MA + 32 Hours	V	4053	4186	4317	4390	4637	4888	5143	5398	5648	6188	6438
07	MA + 32 Hours	W	4111	4246	4378	4453	4706	4958	5220	5481	5730	6275	6530
07	MA + 32 Hours	X	4176	4313	4447	4525	4773	5030	5290	5553	5800	6350	6606

Effective July 1, 2022
Bargaining Unit: RC-063

12- Month Lane	Educational Level	Pay Plan Code	S T E P S										
			1c	1b	1a	1	2	3	4	5	6	7	8
1	BA	E	4838	4995	5151	5229	5473	5713	5975	6283	6574	7133	7417
1	BA	L	4907	5067	5225	5305	5549	5798	6065	6375	6672	7238	7526
1	BA	P	4993	5154	5317	5398	5652	5890	6159	6471	6772	7333	7626
2	BA + 8 Hours	E	4965	5126	5286	5366	5614	5869	6177	6493	6799	7374	7670
2	BA + 8 Hours	L	5039	5203	5367	5449	5696	5952	6264	6584	6898	7483	7781
2	BA + 8 Hours	P	5127	5291	5458	5545	5797	6049	6362	6683	6997	7576	7879
3	BA + 16 Hours	E	5082	5246	5412	5495	5758	6051	6371	6678	7018	7611	7915
3	BA + 16 Hours	L	5153	5322	5489	5576	5840	6137	6465	6778	7120	7721	8032

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

3	BA + 16 Hours	P	5241	5412	5580	5669	5938	6237	6562	6873	7219	7819	8132
4	BA + 24 Hours	E	5196	5365	5531	5618	5901	6235	6563	6899	7234	7861	8176
4	BA + 24 Hours	L	5270	5442	5612	5703	5990	6325	6659	7004	7340	7973	8294
4	BA + 24 Hours	P	5361	5534	5711	5802	6083	6421	6753	7103	7438	8076	8397
5	MA	E	5327	5500	5673	5765	6070	6417	6759	7114	7446	8096	8421
5	MA	L	5402	5577	5751	5846	6159	6509	6858	7217	7562	8215	8547
5	MA	P	5494	5670	5849	5946	6255	6604	6950	7313	7659	8313	8646
6	MA + 16 Hours	E	5422	5599	5774	5870	6213	6556	6898	7256	7597	8261	8588
6	MA + 16 Hours	L	5500	5678	5857	5954	6299	6650	6999	7367	7707	8383	8717
6	MA + 16 Hours	P	5586	5769	5950	6050	6400	6745	7102	7463	7809	8472	8813
7	MA + 32 Hours	E	5585	5768	5948	6049	6390	6740	7091	7443	7789	8458	8797
7	MA + 32 Hours	L	5666	5850	6034	6136	6483	6839	7197	7557	7903	8579	8924
7	MA + 32 Hours	P	5754	5943	6129	6236	6578	6938	7294	7657	7999	8679	9027

Effective July 1, 2022
Bargaining Unit: RC-063

9-Month Lane	Educational Level	Pay Plan Code	STEPS										
			1c	1b	1a	1	2	3	4	5	6	7	8
01	BA	M	3574	3689	3805	3860	4073	4295	4506	4737	4957	5441	5657
01	BA	O	3574	3689	3805	3860	4073	4295	4506	4737	4957	5441	5657
01	BA	V	3574	3689	3805	3860	4073	4295	4506	4737	4957	5441	5657
01	BA	W	3627	3743	3860	3916	4128	4359	4574	4809	5032	5521	5739
01	BA	X	3688	3807	3928	3985	4204	4428	4644	4879	5107	5593	5816
02	BA + 8 Hours	M	3683	3802	3922	3981	4194	4424	4653	4895	5128	5616	5842
02	BA + 8 Hours	O	3683	3802	3922	3981	4194	4424	4653	4895	5128	5616	5842
02	BA + 8 Hours	V	3683	3802	3922	3981	4194	4424	4653	4895	5128	5616	5842
02	BA + 8 Hours	W	3739	3860	3983	4043	4257	4488	4720	4963	5203	5701	5926
02	BA + 8 Hours	X	3802	3927	4050	4112	4331	4561	4792	5037	5277	5771	6000
03	BA + 16 Hours	M	3778	3900	4022	4084	4323	4565	4804	5033	5288	5801	6034
03	BA + 16 Hours	O	3778	3900	4022	4084	4323	4565	4804	5033	5288	5801	6034
03	BA + 16 Hours	V	3778	3900	4022	4084	4323	4565	4804	5033	5288	5801	6034
03	BA + 16 Hours	W	3832	3956	4079	4146	4386	4630	4874	5107	5365	5886	6123
03	BA + 16 Hours	X	3896	4023	4148	4214	4458	4705	4947	5180	5441	5959	6200

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

04	BA + 24 Hours	M	3881	4007	4133	4198	4452	4701	4949	5207	5455	5988	6230
04	BA + 24 Hours	O	3881	4007	4133	4198	4452	4701	4949	5207	5455	5988	6230
04	BA + 24 Hours	V	3881	4007	4133	4198	4452	4701	4949	5207	5455	5988	6230
04	BA + 24 Hours	W	3937	4064	4193	4261	4519	4770	5023	5286	5535	6073	6321
04	BA + 24 Hours	X	4004	4135	4266	4337	4588	4842	5091	5361	5609	6151	6400
05	MA	M	3999	4129	4260	4326	4579	4836	5095	5361	5614	6162	6410
05	MA	O	3999	4129	4260	4326	4579	4836	5095	5361	5614	6162	6410
05	MA	V	3999	4129	4260	4326	4579	4836	5095	5361	5614	6162	6410
05	MA	W	4055	4187	4318	4389	4647	4905	5168	5439	5703	6254	6506
05	MA	X	4124	4257	4392	4464	4720	4978	5241	5509	5774	6327	6580
06	MA + 16 Hours	M	4093	4223	4358	4429	4685	4944	5205	5473	5722	6282	6529
06	MA + 16 Hours	O	4093	4223	4358	4429	4685	4944	5205	5473	5722	6282	6529
06	MA + 16 Hours	V	4093	4223	4358	4429	4685	4944	5205	5473	5722	6282	6529
06	MA + 16 Hours	W	4151	4286	4421	4494	4751	5014	5281	5557	5807	6373	6627
06	MA + 16 Hours	X	4216	4353	4490	4567	4825	5087	5359	5629	5883	6442	6701
07	MA + 32 Hours	M	4213	4351	4488	4563	4820	5081	5346	5611	5871	6432	6692
07	MA + 32 Hours	O	4213	4351	4488	4563	4820	5081	5346	5611	5871	6432	6692
07	MA + 32 Hours	V	4213	4351	4488	4563	4820	5081	5346	5611	5871	6432	6692
07	MA + 32 Hours	W	4273	4414	4551	4629	4892	5154	5426	5697	5956	6523	6788
07	MA + 32 Hours	X	4341	4483	4623	4704	4962	5229	5499	5772	6029	6601	6867

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Section 310.APPENDIX A Negotiated Rates of Pay

Section 310.TABLE Z RC-063 (Physicians, AFSCME)

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Grade</u>
Physician	32200	RC-063	MD
Physician Specialist, Option A	32221	RC-063	MD-A
Physician Specialist, Option B	32222	RC-063	MD-B
Physician Specialist, Option C	32223	RC-063	MD-C
Physician Specialist, Option D	32224	RC-063	MD-D
Physician Specialist, Option E	32225	RC-063	MD-E

NOTES: ~~Maximum Security Pay—Effective January 1, 2018, for all employees who are currently receiving maximum security pay, and are not working at a maximum security facility, the maximum security pay shall be removed.~~

Stipend – Effective June 30, 2019, and paid upon ratification of the ~~2019 collective bargaining agreement~~ Agreement signed August 21, 2019, provided that ratification occurs prior to August 15, 2019, all bargaining unit employees shall receive a one-time stipend of \$2,500 prorated by 25% for each year the employee was employed from July 1, 2015 through June 30, 2019.

Sub-Steps – Step 1a, 1b, and 1c shall be implemented for all employees hired on or after May 20, 2013, with a 3% step differential. Effective July 1, 2019, Step 1a, 1b, and 1c shall be increased by \$25 per month, with subsequent \$25 per month increases effective. ~~Effective July 1, 2020 and, Step 1a, 1b, and 1c shall be increased by an additional \$25 per month. Effective July 1, 2021, Step 1a, 1b, and 1c shall be increased by an additional \$25 per month. The rates are set out in the rate tables below.~~

General Increases – ~~The pay Effective January 1, 2020, the pay rates for all bargaining unit classifications and steps shall be increased by the specified percentage amounts effective on the following dates: January 1, 2020, 1.50%; which rates are set out in a rate table below. Effective July 1, 2020, the pay rates for all bargaining unit classifications and steps shall be increased by 2.10%; which rates are set out in a rate table below. Effective July 1, 2021, the pay rates for all bargaining unit classifications and steps shall be increased by 3.95%; and which rates are set out in rate table below. Effective July 1, 2022, the pay rates for all bargaining unit classifications and steps shall be increased by 3.95%, which rates are set out in a rate table below. Pay rates for each step and their effective dates are listed in the rate~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

tables in this Section.

~~Shift Differential Pay—Employees shall be paid a shift differential of \$0.80 per hour in addition to their base salary rate for all hours worked if their normal work schedule for that day provides that they are scheduled to work and they work ½ or more of the work hours before 7 a.m. or after 3 p.m. The payment shall be for all paid time. Incumbents who currently receive a percentage shift differential providing more than the cents per hour indicated in this Note based on the base rate of pay prior to the effective date shall have that percentage converted to the cents per hour equivalent rounded to the nearest cent and shall continue to receive the higher cents per hour rate. This provision shall not apply to employees who, because of "flex time" scheduling made at their request, are scheduled and work hours that would otherwise qualify them for premium pay under this provision.~~

Longevity Pay – Effective January 1, 2002, the Step 8 rate shall be increased by \$25 per month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 7 in the same or higher pay grade on or before January 1, 2002. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 7 in the same or higher pay grade on or before January 1, 2002, the Step 8 rate shall be increased by \$50 per month. For employees not eligible for longevity pay on or before January 1, 2002, the Step 8 rate shall be increased by \$25 per month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade, the Step 8 rate shall be increased by \$50 per month. Effective July 1, 2010, the Step 8 rate shall be increased by \$50 per month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2010. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2010, the Step 8 rate shall be increased by \$75 per month. Effective July 1, 2013, the Step 6 rate shall be increased by \$25 per month to \$75 a month for those employees who attain 10 years of continuous service and have three or more years of creditable service on Step 6 in the same or higher pay grade on or before July 1, 2013. For those employees who attain 15 years of continuous service and have three or more years of creditable service on Step 6 in the same or higher pay grade on or before July 1, 2013, the Step 6 rate shall be increased by \$25 per month to \$100 a month. Employees whose salaries are red-circled above the

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

maximum Step rate continue to receive all applicable general increases and any other adjustments (except the longevity pay) provided for in an applicable collective bargaining agreement~~the Agreement~~. For these employees, the longevity pay shall be limited to the amount that would increase the employee's salary to the amount that is equal to that of an employee on the maximum Step rate with the same number of years of continuous and creditable service. Employees receiving the longevity pay shall continue to receive the longevity pay as long as they remain in the same or successor classification as a result of a reclassification or reevaluation. Employees who are eligible for the increase provided for longevity pay on or before January 1, 2002, shall continue to receive longevity pay after being placed on Step 6 while they remain in the same or lower pay grade.

~~Effective July 1, 2019~~
~~Bargaining Unit: RC-063~~

Pay Grade	Pay Plan Code	STEPS								
		1e	1b	1a	1	2	3	4	5	6
MD	B	9477	9788	10101	10387	10983	11585	12183	12789	13381
MD	Q	9905	10230	10555	10857	11479	12107	12734	13363	13985
MD	S	9981	10310	10638	10941	11565	12196	12821	13450	14075
MD-A	B	10020	10349	10679	10983	11663	12343	13022	13700	14377
MD-A	Q	10471	10815	11159	11479	12191	12898	13614	14321	15030
MD-A	S	10549	10896	11244	11565	12275	12987	13699	14410	15116
MD-B	B	10928	11286	11646	11980	12697	13421	14137	14861	15582
MD-B	Q	11422	11799	12175	12526	13271	14029	14779	15531	16283
MD-B	S	11500	11878	12256	12609	13361	14116	14864	15616	16371
MD-C	B	12202	12604	13006	13381	14178	14983	15777	16577	17375
MD-C	Q	12752	13171	13591	13985	14821	15659	16489	17326	18158
MD-C	S	12832	13254	13677	14075	14907	15744	16578	17410	18248
MD-D	B	13659	14109	14558	14983	15777	16577	17375	18171	18972

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

MD-D	Q	14274	14745	15214	15659	16489	17326	18158	18998	19830
MD-D	S	14351	14823	15296	15744	16578	17410	18248	19081	19914
MD-E	B	14476	14953	15429	15880	16726	17574	18419	19269	20111
MD-E	Q	15128	15627	16124	16597	17481	18368	19250	20137	21019
MD-E	S	15211	15713	16212	16688	17565	18452	19336	20225	21108

Effective January 1, 2020
Bargaining Unit: RC-063

Pay Grade	Pay Plan Code	STEPS								
		1e	1b	1a	1	2	3	4	5	6
MD	B	9619	9935	10253	10543	11148	11759	12366	12981	13582
MD	Q	10054	10383	10713	11020	11651	12289	12925	13563	14195
MD	S	10131	10465	10798	11105	11738	12379	13013	13652	14286
MD-A	B	10170	10504	10839	11148	11838	12528	13217	13906	14593
MD-A	Q	10628	10977	11326	11651	12374	13091	13818	14536	15255
MD-A	S	10707	11059	11413	11738	12459	13182	13904	14626	15343
MD-B	B	11092	11455	11821	12160	12887	13622	14349	15084	15816
MD-B	Q	11593	11976	12358	12714	13470	14239	15001	15764	16527
MD-B	S	11673	12056	12440	12798	13561	14328	15087	15850	16617
MD-C	B	12385	12793	13201	13582	14391	15208	16014	16826	17636
MD-C	Q	12943	13369	13795	14195	15043	15894	16736	17586	18430
MD-C	S	13024	13453	13882	14286	15131	15980	16827	17671	18522
MD-D	B	13864	14321	14776	15208	16014	16826	17636	18444	19257
MD-D	Q	14488	14966	15442	15894	16736	17586	18430	19283	20127
MD-D	S	14566	15045	15525	15980	16827	17671	18522	19367	20213
MD-E	B	14693	15177	15660	16118	16977	17838	18695	19558	20413

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

MD-E	Q	15355	15861	16366	16846	17743	18644	19539	20439	21334
MD-E	S	15439	15949	16455	16938	17828	18729	19626	20528	21425

Effective July 1, 2020
Bargaining Unit: RC-063

Pay Grade	Pay Plan Code	S T E P S								
		1c	1b	1a	1	2	3	4	5	6
MD	B	9846	10169	10493	10764	11382	12006	12626	13254	13867
MD	Q	10290	10626	10963	11251	11896	12547	13196	13848	14493
MD	S	10369	10710	11050	11338	11984	12639	13286	13939	14586
MD-A	B	10409	10750	11092	11382	12087	12791	13495	14198	14899
MD-A	Q	10876	11233	11589	11896	12634	13366	14108	14841	15575
MD-A	S	10957	11316	11678	11984	12721	13459	14196	14933	15665
MD-B	B	11350	11721	12094	12415	13158	13908	14650	15401	16148
MD-B	Q	11861	12252	12643	12981	13753	14538	15316	16095	16874
MD-B	S	11943	12334	12726	13067	13846	14629	15404	16183	16966
MD-C	B	12670	13087	13503	13867	14693	15527	16350	17179	18006
MD-C	Q	13240	13675	14110	14493	15359	16228	17087	17955	18817
MD-C	S	13323	13761	14199	14586	15449	16316	17180	18042	18911
MD-D	B	14180	14647	15111	15527	16350	17179	18006	18831	19661
MD-D	Q	14817	15305	15791	16228	17087	17955	18817	19688	20550
MD-D	S	14897	15386	15876	16316	17180	18042	18911	19774	20637
MD-E	B	15027	15521	16014	16456	17334	18213	19088	19969	20842
MD-E	Q	15702	16219	16735	17200	18116	19036	19949	20868	21782
MD-E	S	15788	16309	16826	17294	18202	19122	20038	20959	21875

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Effective July 1, 2021
Bargaining Unit: RC-063

Pay Grade	Pay Plan Code	S T E P S								
		1c	1b	1a	1	2	3	4	5	6
MD	B	10260	10596	10932	11189	11832	12480	13125	13778	14415
MD	Q	10721	11071	11421	11695	12366	13043	13717	14395	15065
MD	S	10804	11158	11511	11786	12457	13138	13811	14490	15162
MD-A	B	10845	11200	11555	11832	12564	13296	14028	14759	15488
MD-A	Q	11331	11702	12072	12366	13133	13894	14665	15427	16190
MD-A	S	11415	11788	12164	12457	13223	13991	14757	15523	16284
MD-B	B	11823	12209	12597	12905	13678	14457	15229	16009	16786
MD-B	Q	12355	12761	13167	13494	14296	15112	15921	16731	17541
MD-B	S	12440	12846	13254	13583	14393	15207	16012	16822	17636
MD-C	B	13195	13629	14061	14415	15273	16140	16996	17858	18717
MD-C	Q	13788	14240	14692	15065	15966	16869	17762	18664	19560
MD-C	S	13874	14330	14785	15162	16059	16960	17859	18755	19658
MD-D	B	14765	15251	15733	16140	16996	17858	18717	19575	20438
MD-D	Q	15427	15935	16440	16869	17762	18664	19560	20466	21362
MD-D	S	15510	16019	16528	16960	17859	18755	19658	20555	21452
MD-E	B	15646	16159	16672	17106	18019	18932	19842	20758	21665
MD-E	Q	16347	16885	17421	17879	18832	19788	20737	21692	22642
MD-E	S	16437	16978	17516	17977	18921	19877	20830	21787	22739

Effective July 1, 2022
Bargaining Unit: RC-063

S T E P S

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Pay Grade	Pay Plan Code	1c	1b	1a	1	2	3	4	5	6
MD	B	10665	11015	11364	11631	12299	12973	13643	14322	14984
MD	Q	11144	11508	11872	12157	12854	13558	14259	14964	15660
MD	S	11231	11599	11966	12252	12949	13657	14357	15062	15761
MD-A	B	11273	11642	12011	12299	13060	13821	14582	15342	16100
MD-A	Q	11779	12164	12549	12854	13652	14443	15244	16036	16830
MD-A	S	11866	12254	12644	12949	13745	14544	15340	16136	16927
MD-B	B	12290	12691	13095	13415	14218	15028	15831	16641	17449
MD-B	Q	12843	13265	13687	14027	14861	15709	16550	17392	18234
MD-B	S	12931	13353	13778	14120	14962	15808	16644	17486	18333
MD-C	B	13716	14167	14616	14984	15876	16778	17667	18563	19456
MD-C	Q	14333	14802	15272	15660	16597	17535	18464	19401	20333
MD-C	S	14422	14896	15369	15761	16693	17630	18564	19496	20434
MD-D	B	15348	15853	16354	16778	17667	18563	19456	20348	21245
MD-D	Q	16036	16564	17089	17535	18464	19401	20333	21274	22206
MD-D	S	16123	16652	17181	17630	18564	19496	20434	21367	22299
MD-E	B	16264	16797	17331	17782	18731	19680	20626	21578	22521
MD-E	Q	16993	17552	18109	18585	19576	20570	21556	22549	23536
MD-E	S	17086	17649	18208	18687	19668	20662	21653	22648	23637

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Section 310.APPENDIX A Negotiated Rates of Pay**Section 310.TABLE AC RC-036 (Public Service Administrators Option 8L Department of Healthcare and Family Services, INA)**

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Plan Code</u>
Public Service Administrator, Option 8L (Department of Healthcare and Family Services' Office of Inspector General's Bureau of Administrative Legislation)	37015	RC-036	B

NOTES: ~~Employer—"Employer" refers to the Illinois Department of Central Management Services or Healthcare and Family Services as the context may require.~~

~~Steps—The parties agree that the wage step increases will be reinstated effective 7/1/12. Effective July 1, 2019, all bargaining unit employees will be placed on the following pay scale on their current applicable step. The Employees next step increase will be on current creditable service dates following the date of this agreement.~~

~~Cost of Living Increases (COLAs)—The COLAs are as follows: January 1, 2020 1.5%; July 1, 2020 2.1%; July 1, 2021 3.95%; and July 1, 2022 3.95%.~~

~~Stipend – All bargaining unit employees on active payroll on the date of effectuation of the applicable collective bargaining agreement shall receive a one-time stipend of \$2,500 prorated by 25% for each year the employee was employed from July 1, 2015 through June 30, 2019. The stipend shall be paid as soon as practicable after the effectuation of the Agreement.~~

~~Backpay—The Employer will pay bargaining unit members for all backpay owed from the wage freeze from 2015 through to 2019, including any pay from missed steps or longevity adjustments.~~

Longevity Pay – Effective September 23, 2013, the Step 8 rate shall be increased by \$75 a month for employees who attain 10 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2013. For employees who attain 15 years of continuous service and have three or more years of creditable service on Step 8 in the same or higher pay grade on or before July 1, 2013, the Step 8 rate shall increase by \$100 a

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

month.

Maternity/Paternity/Adoption Leaves—All female bargaining unit members who show proof that they have received prenatal care in the first twenty (20) weeks will be eligible for four (4) weeks (20 work days) paid maternity leave. Such proof shall be provided to the Employer no later than the 24th week of pregnancy. All male bargaining unit members who show proof that their spouses have received prenatal care in the first twenty (20) weeks, with notification to the Employer within 24 weeks, will be eligible for four (4) weeks (20 work days) of paid paternity leave. The State shall require proof of the birth and marriage for a non-covered spouse. Maternity and/or paternity leave shall be limited to one (1) leave per family per each birth. Leaves under this Section shall also be granted in cases of a full term still born child. All bargaining unit members are eligible for four (4) weeks (20 days) of paid leave with a new adoption, with the leave to commence when physical custody of the child has been granted to the member, provided that the member can show that the formal adoption process is underway. The agency personnel office must be notified, and the member must submit proof that the adoption has been initiated. Adoption leave shall be limited to one (1) leave per family per year; Employees are not eligible for the above referenced leave in the event the adoption is for a child with whom the employee has previously established residency.

Effective July 1, 2019
RC-036 Bargaining Unit

STEPS

Table with 11 columns: 1e (6141), 1b (6344), 1a (6546), 1 (6749), 2 (7107), 3 (7482), 4 (7838), 5 (8202), 6 (8570), 7 (9109), 8 (9472)

Effective January 1, 2020
RC-036 Bargaining Unit

STEPS

Table with 11 columns: 1e (6233), 1b (6439), 1a (6644), 1 (6850), 2 (7214), 3 (7594), 4 (7956), 5 (8325), 6 (8699), 7 (9246), 8 (9614)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

**Effective July 1, 2020
RC-036 Bargaining Unit**

S T E P S

<u>1c</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
6364	6574	6784	6994	7365	7753	8123	8500	8882	9440	9816

**Effective July 1, 2021
RC-036 Bargaining Unit**

S T E P S

<u>1c</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
6615	6834	7052	7270	7656	8059	8444	8836	9233	9813	10204

**Effective July 1, 2022
RC-036 Bargaining Unit**

S T E P S

<u>1c</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
6876	7104	7331	7557	7958	8377	8778	9185	9598	10201	10607

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Section 310.APPENDIX A Negotiated Rates of Pay**Section 310.TABLE AD RC-184 (Blasting Experts, Blasting Specialists and Blasting Supervisors Department of Natural Resources, SEIU Local 73)**

	<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Grade</u>
Blasting Expert		04720	RC-184	22
Blasting Specialist		04725	RC-184	21
Blasting Supervisor		04730	RC-184	23

NOTES: ~~Employer—"Employer" refers to the Illinois Departments of Central Management Services or Natural Resources as the context may require.~~

Stipend – All bargaining unit employees on active payroll on the date of effectuation ~~of the applicable collective bargaining agreement~~ shall receive a one-~~(1)~~ time stipend of \$2,500 prorated by 25% for each year the employee was employed from July 1, 2015 through June 30, 2019. The stipend shall be paid as soon as practicable.

General Increases – ~~The pay~~Effective January 1, 2020, the pay rates for all bargaining unit classifications and steps shall be increased by ~~the specified percentage amounts effective on the following dates: January 1, 2020, 1.50%;~~Effective July 1, 2020, the pay rates for all bargaining unit classifications and steps shall be increased by 2.10%;~~Effective July 1, 2021, the pay rates for all bargaining unit classifications and steps shall be increased by 3.95%; and~~Effective July 1, 2022, the pay rates for all bargaining unit classifications and steps shall be increased by 3.95%. Pay rates for each step and their effective dates are listed in the rate tables in this Section.

Step Increases – Employees shall receive a step increase to the next step upon satisfactory completion of ~~twelve~~(12) months creditable service.

Sub-Step Increases – Effective July 1, 2019, Step 1a, 1b, and 1c shall be increased by \$25 per month, ~~with subsequent \$25 increases effective~~Effective July 1, 2020 ~~and~~; Step 1a, 1b, and 1c shall be increased by an additional \$25 per month.~~Effective July 1, 2021, Step 1a, 1b, and 1c shall be increased by an additional \$25 per month.~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~Overtime—Employees shall receive straight time compensatory time for hours worked in excess of the normal work week but less than 40 hours. Employees shall receive overtime at the applicable overtime rate for any hours worked in excess of 40 hours in a work week, up to 16 hours in a 24 hour period. For hours worked in excess of 16 hours in a 24 hour period, the employee shall be paid double time.~~

~~Payment Upon Separation—Upon separation for any reason, the employee shall be paid for all accrued holidays.~~

~~Maternity/Paternity/Adoption Leaves—All employees who proved proof of their pregnancy or that of their female partner at least 30 days prior to the expected due date will be eligible for 10 weeks (50 work days) of paid maternity/paternity leave for each pregnancy resulting in birth or multiple births. Should both parents be employees, they shall each be eligible for 10 weeks of paid maternity/paternity leave which may be taken consecutively or concurrently. No employee will be allowed to take less than a full work week (5 consecutive days). Regardless of the number of pregnancies in a year, no employee shall receive more than 10 weeks (50 work days) of paid leave under this Section per year. The State shall require proof of the birth. In addition, non married male employees may be required to provide proof of paternity such as a birth certificate or other appropriate documentation confirming paternity. Leaves under this Section shall also be granted in cases of a full term still born child for a maximum of five (5) weeks. All bargaining unit members are eligible for ten (10) weeks (50 days) of paid leave with a new adoption, with the leave to commence when physical custody of the child has been granted to the member, provided that the member can show that the formal adoption process is underway. In the event the child was in foster care immediately preceding the adoption process the leave will commence once a court order has been issued for permanent placement and the foster parent has been notified of their right to adopt as long as the foster child has not resided in the home for more than three (3) years. The agency personnel office must be notified, and the member must submit proof that the adoption has been initiated. Should both parents be employees they shall each be eligible for 10 weeks of paid maternity/paternity leave which may be taken consecutively or concurrently. Regardless of the number of adoptions in a year no individual shall receive more than 10 weeks (50 work days) of said leave under this Section per year. Maternity/Paternity leave is for the purpose of bonding with the new member of the household. Employees are not eligible for the above referenced leave in the event the adoption is for a step-child or relative with whom the employee has previously established residency, for a period of one (1) year or more.~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~Bereavement Leave—Upon request, employees shall be granted paid leave of up to two (2) scheduled work days to attend the funeral or similar service, for related travel, and bereavement time, upon the death of a member of the employee's immediate family. Leave shall be limited to one instance per calendar year. Documentation of the reason for the funeral/bereavement leave, attendance at the funeral or similar service, and relationship to the deceased may be required. Immediate family is defined pursuant to this Section as: father, mother, sister, brother, spouse, children, grandparent and grandchildren including relationships established by marriage. For purposes of application of Bereavement Leave, relationships existing due to marriage will terminate upon death or divorce of the relative through whom the marriage relationship exists. Current marital status will be defined in accordance with State law.~~

~~Vacation Payment—If due to operational needs, the Employer cannot grant an employee's request for vacation time within the 24 month period after the expiration of the calendar year such time was earned, such vacation time shall be liquidated in cash at straight time provided the employee has made at least three (3) separate requests with at least 15 days between each request, for such time within the calendar year preceding liquidation. No salary payment shall be made in lieu of vacation earned but not taken except as provided in this paragraph and on termination of employment for eligible employees with at least six (6) months of continuous service in which case the effective date of termination shall not be extended by the number of days represented by said salary payment.~~

~~Clothing and Equipment Reimbursement—The Employer shall provide any special clothing, and/or equipment or the equivalent by reimbursement which is required by the Employer and/or is determined by the Employer as being necessary for such employees to perform their work. The Employer shall pay for the maintenance of all clothing and equipment determined by the Employer as being necessary. The Employer shall reimburse employees for any losses of personal property incurred as a result of the performance of their official duties.~~

~~Department of Natural Resources (DNR) Shirts—Two (2) DNR logo shirts will be provided to employees covered by the RC 184 bargaining unit one (1) time per the duration of this collective bargaining agreement.~~

~~Geographical Transfer—In the event of a geographical transfer under Personnel Rule 302.430 is required, seniority as defined in Article 7 of the Agreement signed~~

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

~~September 4, 2019 shall govern, the most senior employee being given first preference. If no employee wishes to accept such transfer, the least senior employee in the effected position classification shall be required to take such transfer. The employee shall be reimbursed for all reasonable transportation and moving expenses incurred in moving to a new location because of an involuntary permanent geographical transfer.~~

~~Compensation in other Collective Bargaining Agreements—In the event the Employer voluntarily agrees to give any other bargaining unit under the jurisdiction of the Governor whose members are covered by the Illinois Pension Code or the State's Group Health and Life Plan a general wage increase greater than the increases provided for in this Agreement or gives more favorable treatment for insurance premiums and/or health care plan design, excluding unions opting out of the State's Group Health and Life Plan, in a contract that is negotiated after the effective date of this Agreement and expires on or before June 30, 2023, then such increases and/or favorable insurance treatment shall be afforded to the employees covered by this agreement.~~

**Effective July 1, 2019
Bargaining Unit: RC-184**

Pay Grade	Pay Plan Code	STEPS										
		1e	1b	1a	1	2	3	4	5	6	7	8
21	B	5168	5337	5506	5652	5944	6230	6520	6818	7101	7545	7846
22	B	5463	5641	5821	5975	6288	6593	6906	7226	7526	7995	8315
23	B	5792	5983	6172	6337	6674	7017	7348	7688	8021	8527	8870

**Effective January 1, 2020
Bargaining Unit: RC-184**

Pay Grade	Pay Plan Code	STEPS										
		1e	1b	1a	1	2	3	4	5	6	7	8

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

21	B	5246	5417	5589	5737	6033	6323	6618	6920	7208	7658	7964
22	B	5545	5726	5908	6065	6382	6692	7010	7334	7639	8115	8440
23	B	5879	6073	6265	6432	6774	7122	7458	7803	8141	8655	9003

Effective July 1, 2020
Bargaining Unit: RC-184

Pay Grade	Pay Plan Code	S T E P S										
		1c	1b	1a	1	2	3	4	5	6	7	8
21	B	5381	5556	5731	5857	6160	6456	6757	7065	7359	7819	8131
22	B	5686	5871	6057	6192	6516	6833	7157	7488	7799	8285	8617
23	B	6027	6226	6422	6567	6916	7272	7615	7967	8312	8837	9192

Effective July 1, 2021
Bargaining Unit: RC-184

Pay Grade	Pay Plan Code	S T E P S										
		1c	1b	1a	1	2	3	4	5	6	7	8
21	B	5619	5800	5982	6088	6403	6711	7024	7344	7650	8128	8452
22	B	5936	6128	6321	6437	6773	7103	7440	7784	8107	8612	8957
23	B	6290	6497	6701	6826	7189	7559	7916	8282	8640	9186	9555

Effective July 1, 2022
Bargaining Unit: RC-184

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Pay Grade	Pay Plan Code	S T E P S										
		1c	1b	1a	1	2	3	4	5	6	7	8
21	B	5841	6029	6218	6328	6656	6976	7301	7634	7952	8449	8786
22	B	6170	6370	6571	6691	7041	7384	7734	8091	8427	8952	9311
23	B	6538	6754	6966	7096	7473	7858	8229	8609	8981	9549	9932

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Section 310.APPENDIX D Merit Compensation System Salary Schedule**Effective January 1, 2021**

<u>Salary Range</u>	<u>Minimum Salary</u>	<u>Maximum Salary</u>
<u>MS-01</u>	<u>1794</u>	<u>2990</u>
<u>MS-02</u>	<u>1826</u>	<u>3450</u>
<u>MS-03</u>	<u>1911</u>	<u>3787</u>
<u>MS-04</u>	<u>2020</u>	<u>4032</u>
<u>MS-05</u>	<u>2138</u>	<u>4245</u>
<u>MS-06</u>	<u>2207</u>	<u>4347</u>
<u>MS-07</u>	<u>2280</u>	<u>4532</u>
<u>MS-08</u>	<u>2367</u>	<u>4727</u>
<u>MS-09</u>	<u>2464</u>	<u>4968</u>
<u>MS-10</u>	<u>2556</u>	<u>5370</u>
<u>MS-11</u>	<u>2611</u>	<u>5727</u>
<u>MS-12</u>	<u>2666</u>	<u>5777</u>
<u>MS-13</u>	<u>2779</u>	<u>6043</u>
<u>MS-14</u>	<u>2892</u>	<u>6087</u>
<u>MS-15</u>	<u>2900</u>	<u>6223</u>
<u>MS-16</u>	<u>3020</u>	<u>6401</u>
<u>MS-17</u>	<u>3059</u>	<u>6428</u>
<u>MS-18</u>	<u>3136</u>	<u>6733</u>
<u>MS-19</u>	<u>3174</u>	<u>6775</u>
<u>MS-20</u>	<u>3258</u>	<u>7169</u>
<u>MS-21</u>	<u>3341</u>	<u>7196</u>
<u>MS-22</u>	<u>3435</u>	<u>7521</u>
<u>MS-23</u>	<u>3528</u>	<u>7609</u>
<u>MS-24</u>	<u>3626</u>	<u>7776</u>
<u>MS-25</u>	<u>3724</u>	<u>8080</u>
<u>MS-26</u>	<u>3831</u>	<u>8521</u>
<u>MS-27</u>	<u>3937</u>	<u>8563</u>
<u>MS-28</u>	<u>4058</u>	<u>8990</u>
<u>MS-29</u>	<u>4178</u>	<u>9134</u>
<u>MS-30</u>	<u>4303</u>	<u>10504</u>

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

<u>MS-31</u>	<u>4432</u>	<u>11125</u>
<u>MS-32</u>	<u>4565</u>	<u>11841</u>
<u>MS-33</u>	<u>4702</u>	<u>12602</u>
<u>MS-34</u>	<u>4843</u>	<u>13490</u>
<u>MS-35</u>	<u>4988</u>	<u>14391</u>
<u>MS-36</u>	<u>5138</u>	<u>15419</u>
<u>MS-37</u>	<u>5292</u>	<u>16577</u>
<u>MS-38</u>	<u>5451</u>	<u>16972</u>
<u>MS-39</u>	<u>5615</u>	<u>17346</u>
<u>MS-60</u>	<u>8414</u>	<u>18467</u>
<u>MS-61</u>	<u>9093</u>	<u>19554</u>
<u>MS-62</u>	<u>9396</u>	<u>20049</u>
<u>MS-63</u>	<u>5783</u>	<u>21571</u>
<u>MS-64</u>	<u>10441</u>	<u>21758</u>
<u>MS-65</u>	<u>10812</u>	<u>22836</u>
<u>MS-66</u>	<u>10987</u>	<u>23093</u>
<u>MS-67</u>	<u>11163</u>	<u>23355</u>

Effective July 1, 2020

<u>Salary Range</u>	<u>Minimum Salary</u>	<u>Maximum Salary</u>
<u>MS-01</u>	<u>1631</u>	<u>2990</u>
<u>MS-02</u>	<u>1826</u>	<u>3450</u>
<u>MS-03</u>	<u>1911</u>	<u>3787</u>
<u>MS-04</u>	<u>2020</u>	<u>4032</u>
<u>MS-05</u>	<u>2138</u>	<u>4245</u>
<u>MS-06</u>	<u>2207</u>	<u>4347</u>
<u>MS-07</u>	<u>2280</u>	<u>4532</u>
<u>MS-08</u>	<u>2367</u>	<u>4727</u>
<u>MS-09</u>	<u>2464</u>	<u>4968</u>
<u>MS-10</u>	<u>2556</u>	<u>5370</u>
<u>MS-11</u>	<u>2611</u>	<u>5727</u>
<u>MS-12</u>	<u>2666</u>	<u>5777</u>

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

<u>MS-13</u>	<u>2779</u>	<u>6043</u>
<u>MS-14</u>	<u>2892</u>	<u>6087</u>
<u>MS-15</u>	<u>2900</u>	<u>6223</u>
<u>MS-16</u>	<u>3020</u>	<u>6401</u>
<u>MS-17</u>	<u>3059</u>	<u>6428</u>
<u>MS-18</u>	<u>3136</u>	<u>6733</u>
<u>MS-19</u>	<u>3174</u>	<u>6775</u>
<u>MS-20</u>	<u>3258</u>	<u>7169</u>
<u>MS-21</u>	<u>3341</u>	<u>7196</u>
<u>MS-22</u>	<u>3435</u>	<u>7521</u>
<u>MS-23</u>	<u>3528</u>	<u>7609</u>
<u>MS-24</u>	<u>3626</u>	<u>7776</u>
<u>MS-25</u>	<u>3724</u>	<u>8080</u>
<u>MS-26</u>	<u>3831</u>	<u>8521</u>
<u>MS-27</u>	<u>3937</u>	<u>8563</u>
<u>MS-28</u>	<u>4058</u>	<u>8990</u>
<u>MS-29</u>	<u>4178</u>	<u>9134</u>
<u>MS-30</u>	<u>4303</u>	<u>10504</u>
<u>MS-31</u>	<u>4432</u>	<u>11125</u>
<u>MS-32</u>	<u>4565</u>	<u>11841</u>
<u>MS-33</u>	<u>4702</u>	<u>12602</u>
<u>MS-34</u>	<u>4843</u>	<u>13490</u>
<u>MS-35</u>	<u>4988</u>	<u>14391</u>
<u>MS-36</u>	<u>5138</u>	<u>15419</u>
<u>MS-37</u>	<u>5292</u>	<u>16577</u>
<u>MS-38</u>	<u>5451</u>	<u>16972</u>
<u>MS-39</u>	<u>5615</u>	<u>17346</u>
<u>MS-60</u>	<u>8414</u>	<u>18467</u>
<u>MS-61</u>	<u>9093</u>	<u>19554</u>
<u>MS-62</u>	<u>9396</u>	<u>20049</u>
<u>MS-63</u>	<u>5783</u>	<u>21571</u>
<u>MS-64</u>	<u>10441</u>	<u>21758</u>
<u>MS-65</u>	<u>10812</u>	<u>22836</u>
<u>MS-66</u>	<u>10987</u>	<u>23093</u>
<u>MS-67</u>	<u>11163</u>	<u>23355</u>

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Effective November 22, 2019

<u>Salary Range</u>	<u>Minimum Salary</u>	<u>Maximum Salary</u>
MS-01	1346	2990
MS-02	1826	3450
MS-03	1911	3787
MS-04	2020	4032
MS-05	2138	4245
MS-06	2207	4347
MS-07	2280	4532
MS-08	2367	4727
MS-09	2464	4968
MS-10	2556	5370
MS-11	2611	5727
MS-12	2666	5777
MS-13	2779	6043
MS-14	2892	6087
MS-15	2900	6223
MS-16	3020	6401
MS-17	3059	6428
MS-18	3136	6733
MS-19	3174	6775
MS-20	3258	7169
MS-21	3341	7196
MS-22	3435	7521
MS-23	3528	7609
MS-24	3626	7776
MS-25	3724	8080
MS-26	3831	8521
MS-27	3937	8563
MS-28	4058	8990
MS-29	4178	9134
MS-30	4303	10504

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

MS-31	4432	11125
MS-32	4565	11841
MS-33	4702	12602
MS-34	4843	13490
MS-35	4988	14391
MS-36	5138	15419
MS-37	5292	16577
MS-38	5451	16972
MS-39	5615	17346
MS-60	8414	18467
MS-61	9093	19554
MS-62	9396	20049
MS-63	5783	21571
MS-64	10441	21758
MS-65	10812	22836
MS-66	10987	23093
MS-67	11163	23355

Effective January 1, 2020

Salary Range	Minimum Salary	Maximum Salary
MS-01	1509	2990
MS-02	1826	3450
MS-03	1911	3787
MS-04	2020	4032
MS-05	2138	4245
MS-06	2207	4347
MS-07	2280	4532
MS-08	2367	4727
MS-09	2464	4968
MS-10	2556	5370
MS-11	2611	5727
MS-12	2666	5777
MS-13	2779	6043

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

MS-14	2892	6087
MS-15	2900	6223
MS-16	3020	6401
MS-17	3059	6428
MS-18	3136	6733
MS-19	3174	6775
MS-20	3258	7169
MS-21	3341	7196
MS-22	3435	7521
MS-23	3528	7609
MS-24	3626	7776
MS-25	3724	8080
MS-26	3831	8521
MS-27	3937	8563
MS-28	4058	8990
MS-29	4178	9134
MS-30	4303	10504
MS-31	4432	11125
MS-32	4565	11841
MS-33	4702	12602
MS-34	4843	13490
MS-35	4988	14391
MS-36	5138	15419
MS-37	5292	16577
MS-38	5451	16972
MS-39	5615	17346
MS-60	8414	18467
MS-61	9093	19554
MS-62	9396	20049
MS-63	5783	21571
MS-64	10441	21758
MS-65	10812	22836
MS-66	10987	23093
MS-67	11163	23355

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

Effective July 1, 2013

<u>Salary Range</u>	<u>Minimum Salary</u>	<u>Maximum Salary</u>
MS-01	1346	2848
MS-02	1826	3286
MS-03	1911	3607
MS-04	2020	3840
MS-05	2138	4043
MS-06	2207	4140
MS-07	2280	4316
MS-08	2367	4502
MS-09	2464	4731
MS-10	2556	5114
MS-11	2611	5454
MS-12	2666	5502
MS-13	2779	5755
MS-14	2892	5797
MS-15	2900	5927
MS-16	3020	6096
MS-17	3059	6122
MS-18	3136	6412
MS-19	3174	6452
MS-20	3258	6828
MS-21	3341	6853
MS-22	3435	7163
MS-23	3528	7247
MS-24	3626	7406
MS-25	3724	7695
MS-26	3831	8115
MS-27	3937	8155
MS-28	4058	8562
MS-29	4178	8699
MS-30	4303	10004
MS-31	4432	10595

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

MS-32	4565	11277
MS-33	4702	12002
MS-34	4843	12848
MS-35	4988	13706
MS-36	5138	14685
MS-37	5292	15788
MS-38	5451	16164
MS-39	5615	16520
MS-60	8414	17588
MS-61	9093	18623
MS-62	9396	19094
MS-63	5783	20544
MS-64	10441	20722
MS-65	10812	21749
MS-66	10987	21993
MS-67	11163	22243

NOTE: Effective January 1, 2008, the merit compensation grade 12 in the Personnel Code [20 ILCS 415/8b.18(a) and (b) and 8b.19(a) and (b)] that formerly was indicated by MC-12 is MS-32.

(Source: Amended at 44 Ill. Reg. 12146, effective July 13, 2020)

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF ADOPTED AMENDMENTS

- 1) Heading of the Part: Hospice Programs
- 2) Code Citation: 77 Ill. Adm. Code 280
- 3)

<u>Section Numbers:</u>	<u>Adopted Actions:</u>
280.1010	Amendment
280.1020	Amendment
280.1030	Amendment
280.2010	Amendment
280.2040	Amendment
280.4010	Amendment
280.4040	Amendment
- 4) Statutory Authority: Hospice Program Licensing Act [210 ILCS 60]
- 5) Effective Date of Rules: July 2, 2020
- 6) Does this rulemaking contain an automatic repeal date? No
- 7) Does this rulemaking contain incorporations by reference? Yes
- 8) A copy of the adopted rules, including any material incorporated by reference, is on file in the Agency's principal office and is available for public inspection.
- 9) Notice of Proposal published in *Illinois Register*: 43 Ill. Reg. 11908; October 18, 2019
- 10) Has JCAR issued a Statement of Objection to these rules? No
- 11) Differences between Proposal and Final Version: The following changes were made in response to comments received during the first notice or public comment period: Various typographical, grammatical, and form changes were made in response to the comments from JCAR.
- 12) Have all the changes agreed upon by the Agency and JCAR been made as indicated in the agreements issued by JCAR? None were made.
- 13) Will this rulemaking replace an emergency rule currently in effect? No
- 14) Are there any rulemakings pending on this Part? No

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF ADOPTED AMENDMENTS

- 15) Summary and Purpose of Rulemaking: This rulemaking implements PA 100-744, which changed the number of persons who may be served in a residence from 16 to 20 per location and implements an updated federal Centers for Medicare and Medicaid Services (CMS) requirement regarding compliance with the 2012 edition of the National Fire Protection Association (NFPA) 101 Life Safety Code. This rulemaking also adds language requiring compliance with the Alzheimer's Disease and Related Dementias Act and the Alzheimer's Disease and Related Dementias Services Code.
- 16) Information and questions regarding these adopted rules shall be directed to:

Erin Conley
Rules Coordinator
Illinois Department of Public Health
Division of Legal Services
535 W. Jefferson St., 5th Floor
Springfield IL 62761

217/782-2043
dph.rules@illinois.gov

The full text of the Adopted Amendments begins on the next page:

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF ADOPTED AMENDMENTS

TITLE 77: PUBLIC HEALTH
CHAPTER I: DEPARTMENT OF PUBLIC HEALTH
SUBCHAPTER b: HOSPITAL AND AMBULATORY CARE FACILITIES

PART 280
HOSPICE PROGRAMS

SUBPART A: LICENSURE

Section	
280.1000	Definitions
280.1010	Incorporated and Referenced Materials
280.1015	Licensure Applicability
280.1020	Licensure Procedures
280.1030	Statement of Ownership
280.1040	Inspections and Investigations
280.1050	Notice of Violation and Plan of Correction
280.1060	Adverse Licensure Actions

SUBPART B: HOSPICE SERVICES

Section	
280.2000	Hospice Service Plan
280.2010	Hospice Services
280.2020	Administration
280.2030	Policies and Procedures
280.2035	Health Care Worker Background Check
280.2040	Personnel Policies
280.2045	Initial Health Evaluation for Employees
280.2050	Patient Rights
280.2060	Clinical Records
280.2070	Medical Director and Physician Services
280.2080	Hospice Program Care
280.2090	Quality Assurance Program
280.3000	Research or Experimental Programs

SUBPART C: INPATIENT CARE

Section

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF ADOPTED AMENDMENTS

280.4000	Inpatient Care Facilities
280.4010	Licensure of Hospice Residences
280.4015	Hospice Residence Application and Approval Review Criteria
280.4020	Hospice Residence Admission and Discharge
280.4030	Hospice Residence Nursing Care and Assistance in Activities of Daily Living
280.4040	Hospice Residence Operational Requirements

AUTHORITY: Implementing and authorized by the Hospice Program Licensing Act [210 ILCS 60].

SOURCE: Adopted at 2 Ill. Reg. 31, p. 77, effective August 2, 1978; emergency amendment at 3 Ill. Reg. 38, p. 314, effective September 7, 1979, for a maximum of 150 days; amended at 3 Ill. Reg. 40, p. 153, effective October 6, 1979; emergency amendment at 4 Ill. Reg. 18, p. 129, effective April 21, 1980, for a maximum of 150 days; amended at 4 Ill. Reg. 40, p. 56, effective September 23, 1980; emergency amendment at 6 Ill. Reg. 5855, effective April 28, 1982, for a maximum of 150 days; amended at 6 Ill. Reg. 11006, effective August 30, 1982; amended at 7 Ill. Reg. 13665, effective October 4, 1983; codified at 8 Ill. Reg. 16829; amended at 9 Ill. Reg. 4836, effective April 1, 1985; amended at 14 Ill. Reg. 2382, effective February 15, 1990; amended at 15 Ill. Reg. 5376, effective May 1, 1991; amended at 18 Ill. Reg. 2414, effective January 22, 1994; emergency amendments at 20 Ill. Reg. 467, effective January 1, 1996, for a maximum of 150 days; amended at 20 Ill. Reg. 10003, effective July 15, 1996; Part repealed and new Part adopted at 22 Ill. Reg. 10625, effective June 1, 1998; emergency amendment at 23 Ill. Reg. 6913, effective June 1, 1999, for a maximum of 150 days; amended at 23 Ill. Reg. 13232, effective October 20, 1999; amended at 28 Ill. Reg. 14121, effective October 15, 2004; amended at 32 Ill. Reg. 2330, effective January 23, 2008; amended at 34 Ill. Reg. 7936, effective May 25, 2010; amended at 44 Ill. Reg. 12582, effective July 2, 2020.

SUBPART A: LICENSURE

Section 280.1010 Incorporated and Referenced Materials

- a) The following regulations and standards are incorporated by reference in this Part:
 - 1) Private and [Professional Association Standards](#)~~professional association standards:~~
[The following standards of the National Fire Protection Association \(NFPA\), which may be obtained from the National Fire Protection Association, 1 Batterymarch Park, Quincy, Massachusetts 02169:](#)

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF ADOPTED AMENDMENTS

- A) [For new facilities, NFPA 101, Life Safety Code \(2012\), Chapter 18, New Health Care Occupancies and all appropriate references under Chapter 2, Referenced Publications.](#)
 - B) [For existing facilities, NFPA 101, Life Safety Code \(2012\), Chapter 19, Existing Health Care Occupancies, and all appropriate references under Chapter 2, Referenced Publications.](#)
 - C) [NFPA 101-A \(2013\), Guide on Alternative Approaches to Life Safety National Fire Protection Association \(NFPA\), Standard No. 101 \(2000\): Life Safety Code, Chapter 32, New Residential Board and Care Occupancies, and Chapter 33, Existing Residential Board and Care Occupancies, which may be obtained from the National Fire Protection Association, 1 Batterymarch Park, Quincy, Massachusetts 02169.](#)
- 2) Federal [Regulations](#) regulations:
- A) Department of Health and Human Services
Centers for Medicare and Medicaid Services
42 CFR 2.52 (Research ~~Activities~~) ([October 1, 2018](#)~~2007~~).
 - B) Department of Health and Human Services
Food and Drug Administration
21 CFR 178.1010 (Sanitizing Solutions) ([April 1, 2019](#)~~2008~~).
 - C) Department of Health and Human Services
Centers for Medicare and Medicaid Services
42 CFR 418 ([Hospice Care](#)~~Conditions of Participation~~) ([October 1, 2018](#)~~2007~~).
- b) All incorporations by reference of federal regulations and the standards of nationally recognized organizations refer to the regulations and standards on the date specified and do not include any amendments or editions subsequent to the date specified.
- c) The following State and federal statutes are referenced in this Part:
- 1) Hospital Licensing Act [210 ILCS 85];

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF ADOPTED AMENDMENTS

- 2) Nursing Home Care Act [210 ILCS 45];
 - 3) Illinois Administrative Procedure Act [5 ILCS 100];
 - 4) Health Care Worker Background Check Act [225 ILCS 46];
 - 5) Nurse Practice Act [225 ILCS 65];
 - 6) Home Health, Home Services, and Home Nursing Agency Licensing Act [210 ILCS 55];
 - 7) General Not For Profit Corporation Act of 1986 [805 ILCS 105];
 - 8) Counties Code [55 ILCS 5];
 - 9) Medical Practice Act of 1987 [225 ILCS 60];
 - 10) Clinical Social Work and Social Work Practice Act [225 ILCS 20]; ~~and~~
 - 11) [Alzheimer's Disease and Related Dementias Services Act \[410 ILCS 406\];](#)
[and](#)
 - 1211) [Medicare Prescription Drug Improvement and Modernization Act of 2003 \(42 USC 1395w-101Public Law 108-173\).](#)
- d) The following [Department of Public Health](#)~~State~~ rules are referenced in this Part:
- 1) ~~Department of Public Health, Rules of Practice and Procedure in Administrative Hearings (77 Ill. Adm. Code 100);~~
 - 2) [Home Health, Home Services, and Home Nursing](#)~~Department of Public Health, Illinois Home Health~~ Agency Code (77 Ill. Adm. Code 245);
 - 3) ~~Department of Public Health,~~ Skilled Nursing and Intermediate Care Facilities Code (77 Ill. Adm. Code 300);
 - 4) ~~Department of Public Health,~~ Control of Communicable Diseases Code (77 Ill. Adm. Code 690);

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF ADOPTED AMENDMENTS

- 5) ~~Department of Public Health~~, Food Service Sanitation Code (77 Ill. Adm. Code 750);
- 6) ~~Department of Public Health~~, Illinois Plumbing Code (77 Ill. Adm. Code 890);
- 7) ~~Department of Public Health~~, Health Care Worker Background Check Code (77 Ill. Adm. Code 955); and-
- 8) Alzheimer's Disease and Related Dementias Services Code (77 Ill. Adm. Code 973).

(Source: Amended at 44 Ill. Reg. 12582, effective July 2, 2020)

Section 280.1020 Licensure Procedures

- a) *An application for an initial license or a renewal license to operate as a comprehensive or volunteer hospice program shall be in writing on forms provided by the Department. (Section 5 of the Act) The application shall be made under oath and shall contain the following information:*
 - 1) The name, address, and telephone number of the hospice program location.
 - 2) The type of hospice licensure sought by the program, either volunteer or comprehensive. If the program is a volunteer hospice, a complete listing of the hospice services to be provided during the term of the license shall be included.
 - 3) If multiple hospice locations are used, the address and phone number of the central office and the address and phone number of each multiple hospice location.
 - 4) A statement of ownership in accordance with Section 280.1030 ~~of this Part~~.
 - 5) The name and address of the registered agent or other individual authorized to receive Service of Process for the hospice program.

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF ADOPTED AMENDMENTS

- 6) The name of the person under whose management or supervision the program will be operated.
 - 7) A listing of professional staff, including their names, titles, license or registration numbers~~name, title, license or registration number~~, whether they are full or part time, and whether they are paid or volunteer employees.
 - 8) Number of volunteers and (approximate) total combined volunteer hours of care and service per week.
 - 9) Source of income.
 - 10) A designation of the proposed geographic area to be served by the hospice.
 - 11) Hospice census report for the fiscal year (for renewals only).
 - 12) A listing of outside contractors.
 - 13) A copy of the annual hospice service plan.
 - 14) A copy of the current annual budget and financial audit for the current fiscal year.
 - 15) If the central office is used by patients and the public, a certification from the local fire authority or State Fire Marshal that the location meets fire and safety ordinances and laws.
- b) An application for licensure as a comprehensive hospice shall be accompanied by a fee of \$500. An application for a volunteer hospice shall be accompanied by a fee of \$250.
 - c) Upon receipt and review of a complete application for initial licensure, the Department ~~will~~shall conduct an inspection to determine compliance with the Act and this Part.
 - d) If the hospice program is found to be in substantial compliance with the Act and

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF ADOPTED AMENDMENTS

this Part, the Department ~~will~~shall issue a license for a period of one year.

- e) An application for license renewal shall be filed annually with the Department, 60 days prior to the expiration of the license, on forms provided by the Department.
- 1) The renewal application shall comply with the requirements of subsections (a)(1) ~~through~~ (6), (a)(10) and (a)(11) and subsection (b) ~~of this Section~~. The fee shall be \$500.
 - 2) Pursuant to Section 10-65 of the Illinois Administrative Procedure Act ~~[5 ILCS 100/10-65]~~, licensees who are individuals are subject to denial of renewal of licensure if the individual is more than 30 days delinquent in complying with a child support order.
 - 3) Upon receipt and review of a complete application for license renewal, the Department may conduct a survey. The Department's decision to conduct a survey will be based on, but not be limited to, compliance history, changes in key personnel, complaints, and the length of time since the last survey. The Department ~~will~~shall renew the license in accordance with subsection (d) ~~of this Section~~.
- f) The licensee shall report changes in the information on the application to the Department within ~~10~~ten days after the change. The following changes need not be reported: number of volunteers and total hours; sources of income for the fiscal year; hospice census report numbers; staff changes for other than program supervisors.
- g) *The hospice program license shall be displayed in a conspicuous place inside the hospice program office. (Section 4(e) of the Act)*
- h) *The license shall be valid only in the possession of the hospice and licensure applicant to which it was originally issued and shall not be transferred or assigned to any other person, agency, or corporation. (Section 4(c) of the Act)* This subsection does not prohibit the use of workstations throughout the geographic service areas.
- i) Change of Ownership or Sale
- 1) Each license is valid only for the specific licensee and hospice named in

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF ADOPTED AMENDMENTS

the application and shall not be transferred or assigned to any other person, hospice or corporation.

- 2) Sale, assignment, lease or other transfer of a hospice, whether voluntary or involuntary, requires the new owner/licensee to obtain a new license from the Department prior to maintaining, operating or conducting a hospice.
- 3) In the case of hospices operating under a franchise arrangement, each unique business entity shall obtain and maintain a distinct license and shall not share licensure based on franchised name status.
- 4) A licensee shall notify the Department in writing, at least 30 days in advance, of any intention to:
 - A) Change ownership; or
 - B) Sell its hospice.
- 5) A change of ownership happens when one of the following transactions occurs:
 - A) In an unincorporated sole proprietorship, when the property is transferred to another party;
 - B) A material change in a partnership that is caused by the removal, addition or substitution of a partner;
 - C) In a corporation, when the provider corporation merges into another corporation, or the consolidation of two or more corporations, one of which is the licensee, resulting in the creation of a new corporation;
 - D) The transfer of any corporation stock that results in a change of the person or persons who control the agency; or
 - E) The transfer of any stock in excess of 75% of the outstanding stock.
- 6) Pursuant to subsection (i)(5)(C), the transfer of corporate stock or the

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF ADOPTED AMENDMENTS

merger of another corporation into the licensee corporation does not constitute a change of ownership if the licensee corporation remains in existence. In these transactions, the name of the corporation, its officers, its independent subsidiaries, and any other relevant information that the Department may require shall be made available to the Department upon request.

- 7) Whenever ownership of a hospice is proposed to be transferred from the person or organization named on the license to another person or organization, or the hospice will be undergoing any other change of ownership described in subsection (i)(5), the new owner shall apply for a new license. The new owner shall submit a hospice license application to the Department at least 30 days prior to the sale or change of ownership.
- 8) The Department will issue a new license to a new owner who meets the requirements for licensure under this Part. The transactions described in this Section shall not be complete until the Department issues a new license to the new person, legal entity or partnership.
- 9) Upon the completion of the sale or change of ownership, the former licensee shall return its license to the Department by certified mail.

(Source: Amended at 44 Ill. Reg. 12582, effective July 2, 2020)

Section 280.1030 Statement of Ownership

- a) As a condition of issuance or renewal of a license to operate a hospice program, the applicant shall file a statement of ownership.
- b) The licensee shall notify the Department of any change in the information required in the statement of ownership within ~~30~~^{ten} days ~~before~~^{after} the change.
- c) The statement of ownership shall include the following: name, address, telephone number, occupation or business activity, and ~~the~~ percent of direct or indirect financial interest of any person having a direct or indirect interest of five percent or more in the legal entity designated as the operator/licensee of the hospice program.

(Source: Amended at 44 Ill. Reg. 12582, effective July 2, 2020)

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF ADOPTED AMENDMENTS

SUBPART B: HOSPICE SERVICES

Section 280.2010 Hospice Services

- a) The hospice care team ~~shall~~will be responsible for ensuring that all services are provided in accordance with the patient care plan. Services ~~shall~~will be provided directly by the hospice or through written contracts with other providers. A comprehensive or volunteer hospice shall comply with the following:
- 1) *The hospice program shall foster independence of the patient and his/her family by providing training, encouragement and support so that the patient and family can care for themselves as much as possible. (Section 8(f) of the Act).*
 - 2) *The hospice program must have functioning hospice care teams that develop the hospice patient plans of care in accordance with the standards for certification under the Medicare program set forth in the Conditions of Participation in 42 CFR 418. (Section 8(c) of the Act)*
 - 3) *A hospice patient's plan of care must be established and maintained for each individual admitted to a hospice program, and the services provided to an individual must be in accordance with the individual's plan of care. The plans of care must be established and maintained in accordance with the standards for certification under the Medicare program set forth in the Conditions of Participation in 42 CFR 418. (Section 8(c-5) of the Act)*
 - A) Each hospice shall ensure that there is a written plan of care for each patient. The hospice care team ~~shall~~will complete an assessment of the care needs and evaluate the ability of the patient to be cared for in his/her place of residence.
 - B) The plan shall be updated based on ongoing assessments by the hospice care team.
 - C) The patient care plan shall provide for involvement of the family and others in treatment.

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF ADOPTED AMENDMENTS

- D) Each hospice providing services to a patient in both the home setting and the inpatient setting shall have written policies and procedures to share the written plan of care between both settings to facilitate continuity of care.
- 4) *The hospice program's services shall include nursing services, medical social work services, bereavement services, and volunteer services. These services shall be coordinated with those of the hospice patient's attending physician and shall be substantially provided by hospice program employees. The hospice program must provide these services in a manner consistent with the standards for certification under the Medicare program set forth in the Conditions of Participation in 42 CFR 418. (Section 8(a) of the Act)*
- 5) *The hospice program must make nursing services, medical social work services, volunteer services and bereavement services available on a 24-hour basis to the extent necessary to meet the needs of individuals for care that is reasonable and necessary for the palliation and management of terminal illness and related conditions. The hospice program must provide these services in a manner consistent with the standards for certification under the Medicare program set forth in the Conditions of Participation in 42 CFR 418. (Section 8(a) of the Act)*
- 6) *Hospice services, as defined in Section 3 of the Act, may be furnished in a home or inpatient setting, with the intent of minimizing the length of inpatient care. The home care component shall be the primary form of care and shall be available on a part-time, intermittent, regularly scheduled basis. (Section 8(a) of the Act)*
- 7) The required hospice services are defined as follows:
- A) Nursing Services – Nursing services are responsible for developing and implementing the diagnostic, therapeutic, and rehabilitative plan as prescribed by the patient's attending physician. The nursing staff shall provide care in the patient's place of residence; observe symptoms and reactions; and meet the nursing care needs of the terminally ill. A registered professional nurse ~~shall~~must perform the initial home care assessment. Nursing services ~~shall~~must be provided under the supervision of a registered

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF ADOPTED AMENDMENTS

professional nurse.

- B) Medical Social Work Services – Medical social work services shall be made available to the patient/family. An evaluation of the social needs, such as environment, religious background, financial needs, psychosocial needs, family, special activities, and psychological needs shall be conducted. Social services shall be delivered by a social worker.
- C) Spiritual Counseling Services – The hospice program shall provide, at a minimum, one counselor as defined in Section 280.1000 to provide spiritual counseling services. Spiritual counseling services shall be made available to the patient and family. The patient's religious beliefs and practices shall be accommodated either by the hospice or with an outside source. *The hospice program shall not impose the dictates of any value or belief system on its patients.* (Section 8(g) of the Act)
- D) Bereavement Services – Each hospice shall provide bereavement services to the families of hospice patients to the extent desired by the family. Bereavement services may be coordinated with the family's clergy, if any, as well as with other community resources judged by the hospice care team to be useful to the family unless the family declines. *The bereavement services must be provided in accordance with the standards for certification under the Medicare program set forth in the Conditions of Participation in 42 CFR 418.* (Section 8(e) of the Act)
- E) Volunteer Services – The hospice program ~~shall~~must use volunteers in day-to-day administration and/or direct patient care roles. *The hospice program shall utilize the services of trained volunteers in accordance with the standards for certification under the Medicare program set forth in the Conditions of Participation in 42 CFR 418.* (Section 8(j) of the Act)
- F) Alzheimer's Services – The hospice program shall provide Alzheimer's disease and related dementias services in accordance with the Alzheimer's Disease and Related Dementias Act and the Alzheimer's Disease and Related Dementias Services Code.

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF ADOPTED AMENDMENTS

- 8) Nutritional Evaluation – The hospice program shall perform a nutritional evaluation of the patient by a qualified individual, including, but not limited to, a dietitian or nurse. This evaluation ~~shall~~must be reviewed by the hospice care team. Consultation by a dietitian shall be available to the patient as determined necessary by the hospice care team.
- b) *Additional requirements; comprehensive hospice program. In addition to complying with the standards prescribed by the Department under Section 9 of the Act and complying with all other applicable requirements under the Act and this Part, a comprehensive hospice program must meet the minimum standards for certification under the Medicare program set forth in the Conditions of Participation in 42 CFR 418. (Section 8.5 of the Act)*
- c) *Additional requirements; volunteer hospice program. In addition to complying with the standards prescribed by the Department under Section 9 of the Act and complying with all other applicable requirements under the Act and this Part, a volunteer hospice program must do the following:*
- 1) *Provide hospice care to patients regardless of their ability to pay, with emphasis on the utilization of volunteers to provide services. Nothing in this subsection (c)(1) prohibits a volunteer hospice program from employing paid staff, however.*
 - 2) *Provide services not required under ~~subsection (a) of~~ Section 8(a) of the Act in accordance with generally accepted standards of practice and in accordance with applicable local, State, and federal laws.*
 - 3) *Include the word "Volunteer" in its corporate name and in all verbal and written communications to patients, patients' families and representatives, and the community and public at large.*
 - 4) *Provide information regarding other hospice care providers available in the hospice program's service area. (Section 8.10 of the Act)*

(Source: Amended at 44 Ill. Reg. 12582, effective July 2, 2020)

Section 280.2040 Personnel Policies

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF ADOPTED AMENDMENTS

- a) The hospice shall develop and maintain written personnel policies that are followed in the operation of the program. These policies shall include policies and procedures regarding the use of volunteers.
- b) Employment application forms shall be completed on each employee and kept on file in the program's central office. The file shall contain, at a minimum, home address; telephone number; Social Security number; educational background; documentation of current professional certification, licensure or registration, as applicable; past employment history, including dates, positions held, reasons for leaving. The date of employment and position held shall be documented in each file.
- c) Each employee shall have an accurate written job description. Employees shall ~~only~~ be assigned only duties directly related to their job functions, as identified in the job descriptions. Exceptions may be made when unplanned events, such as severe weather, limit staffing temporarily.
- d) *Where applicable, every hospice program employee must be licensed, certified, or registered in accordance with federal, State and local laws. (Section 8(n) of the Act)*
- e) All personnel shall have either training or experience, or both, in the job assigned them. The hospice program shall provide an ongoing program for the training and education of its employees, appropriate to their responsibilities, including training in Alzheimer's care in accordance with 77 Ill. Adm. Code 973.
- f) All new employees shall complete an orientation program covering, at a minimum;
- 1) ~~The~~ the program's philosophy and goals; and
 - 2) ~~Job~~ job orientation, emphasizing allowable duties of the new employee, safety, and appropriate interactions with patients and families.
- g) All employees shall attend in-service training programs pertaining to their assigned duties at least annually. Written records of program content and personnel attending each session shall be maintained.
- h) The hospice shall document all arrangements for each consultant's services in a

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF ADOPTED AMENDMENTS

written agreement setting forth services to be provided.

- i) The hospice shall retain professional and supervisory responsibility for all services provided under arrangements and shall ensure that all services are:
 - 1) Authorized by the hospice;
 - 2) Furnished in a safe and effective manner by qualified personnel; and
 - 3) Delivered in accordance with the patient's plan of care.
- j) *The hospice program shall utilize the services of trained volunteers in accordance with the standards for certification under the Medicare program set forth in the Conditions of Participation in 42 CFR 418. (Section 8(j) of the Act)*
 - 1) Volunteer application forms shall be completed on each volunteer and kept on file in the program's central office. The file shall contain, at a minimum, home address; telephone number; educational and employment background relating to the volunteer position; and documentation of current professional certification, licensure or registration relating to the volunteer position. The date of acceptance as a volunteer and position held shall be documented in each file.
 - 2) Each volunteer shall have an accurate written job description. Volunteers shall only be assigned duties directly related to their job functions, as identified in the job description.
 - 3) All volunteers shall have ~~either~~ training or experience, ~~or both~~, in the job assigned them.
 - 4) All volunteers shall complete an orientation program covering, at a minimum:
 - A) ~~The~~ program's philosophy and goals; and
 - B) ~~Job~~ orientation, emphasizing allowable duties of the volunteer, safety, and appropriate interactions with patients and families.

(Source: Amended at 44 Ill. Reg. 12582, effective July 2, 2020)

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF ADOPTED AMENDMENTS

SUBPART C: INPATIENT CARE

Section 280.4010 Licensure of Hospice Residences

- a) *The number of licensed hospice residences shall not exceed ~~15~~2.* (Section 9(c)(9) of the Act)
- b) An applicant shall submit a hospice residence license certificate application on forms provided by the Department. The application shall be made under oath and shall contain the following information:
 - 1) All information required by Section 280.1020(a)(1) ~~through~~— (15) ~~of this Part~~;
 - 2) Proposed staffing;
 - 3) Documentation of a needs assessment and cost analysis of the establishment, licensing and maintenance of the proposed facility; and
 - 4) Documentation of approval by the ~~governing body~~ **Governing Body** of the applying licensed hospice program to proceed with application; commitment to expend necessary funds for application and completion of the project; and assignment of responsibility for moving forward with the application/implementation.
- c) An application for licensure as a hospice residence shall be accompanied by a fee of \$500.
- d) Upon receipt and review of a complete application for licensure, the Department ~~will~~ **shall** award license certificates to applicants who meet the requirements in Section 280.4015 ~~of this Part~~, in the following geographic areas, in the order in which completed applications are received by the Department:
 - 1) *Five hospice residences located in counties with a population of 700,000 or more* ~~Four hospice residences located in counties with a population of 700,000 or more~~;
 - 2) *Five hospice residences located in counties with a population of 200,000*

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF ADOPTED AMENDMENTS

~~or more but less than 700,000~~ ~~Four hospice residences located in counties with a population of 200,000 or less than 700,000; and~~

- 3) ~~Five hospice residences located in counties with a population of less than 200,000~~ ~~Four hospice residences located in counties with a population of less than 200,000.~~ (Section 9(c)(9) of the Act)

- e) A license certificate shall be valid for two years from the date of issuance and may be renewed by the Department for an additional year, for a total of three years. Renewal of the license certificate for a third year will be based on but not limited to, submittal of the following information:
- 1) Documentation of the obligation of funds for the applicant residence project by the hospice residence organization;
 - 2) Letting of contracts for construction, purchase or renovation of physical space to be licensed as a hospice residence;
 - 3) Architectural or construction certifications as to the percentage of completion of the hospice residence project; and
 - 4) For buildings owned by the full hospice, the name, address, telephone number, occupation, and percentage of direct or indirect financial interest of five percent or more in the legal entity that owns the building or proposed building.; ~~For~~ leased buildings, the name, address and telephone numbers.
- f) By the end of the third year, any license certificate not converted to a full license ~~will~~ be ~~null and~~ void.
- g) The Department ~~will~~ issue available license certificates to the next complete, geographically appropriate applicant, in the order received by the Department.
- h) Upon receipt of the completed application and notification by the hospice residence applicant that the facility is complete and ready for licensure, the Department ~~will~~ conduct an inspection to determine compliance with the Act and this Part.
- i) If the hospice residence is found to be in substantial compliance with the Act and

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF ADOPTED AMENDMENTS

this Part, the Department ~~will~~shall issue a license that expires on the same date as the comprehensive or volunteer hospice program license.

- 1) The license ~~is~~will not ~~be~~ transferable; it is issued to the licensee and for the specific location; and
 - 2) The license ~~will~~shall become automatically void and shall be returned to the Department if a hospice residence's comprehensive or volunteer license is revoked, ~~not renewed~~nonrenewed, relinquished, denied, forfeited, or suspended.
- j) An application for license renewal shall be filed with the Department 60 days prior to the expiration of the license, on forms provided by the Department.
- 1) The renewal application shall comply with the requirements of subsections (b) and (c) ~~of this Section~~.
 - 2) A letter from the Office of the State Fire Marshal shall accompany the application certifying that the hospice residence physical plant meets the provisions of Section 280.4040 ~~of this Part~~.
 - 3) Pursuant to Section 10-65 of the Illinois Administrative Procedure Act ~~45 ILCS 100/10-65~~, licensees who are individuals are subject to denial of renewal of licensure if the individual is more than 30 days delinquent in complying with a child support order.
 - 4) Upon receipt and review of a complete application for license renewal, the Department ~~will~~shall conduct a survey. The Department ~~will~~shall renew the license in accordance with subsection (i) ~~of this Section~~.

(Source: Amended at 44 Ill. Reg. 12582, effective July 2, 2020)

Section 280.4040 Hospice Residence Operational Requirements

- a) A supply of clean linen, washcloths and towels, available at all times and adequate for the number of residents, shall be provided. Storage, handling, processing and transportation of clean and soiled linen shall prevent cross-contamination and odors.

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF ADOPTED AMENDMENTS

- b) Nutritional Issues
If the integrated care plan identifies that patient intake of adequate nutrition or hydration is a problem, a nutritional plan shall be developed that is consistent with the patient's advance directives or the patient's stated choices as noted in the clinical record.
- c) Meal Service
Meals shall be scheduled in accordance with times customary in the community. The hospice residence shall provide a variety of menus that recognize patient preferences.
- d) Food Service Sanitation
- 1) Food shall be free from spoilage, filth, and other contamination, and shall be safe for human consumption. Scheduled meals shall be prepared in ~~an~~ inspected food service establishment that has been inspected by a local health department.
 - 2) Food shall be protected from potential contamination while being stored, prepared, served, or transported. Potentially hazardous food shall be maintained at temperatures in accordance with Section 750.10 of the Food Service Sanitation Code.
 - 3) Adequate refrigeration facilities and hot food storage facilities shall be provided to ~~ensure~~ assure the maintenance of food at the required temperature during storage.
 - 4) No person shall work in food service while infected with a disease in a communicable form that can be transmitted by foods, or who is a carrier of organisms that cause ~~such~~ a communicable disease, or while afflicted with a boil or infected wound or an acute respiratory infection.
 - 5) Staff shall wash their hands thoroughly with soap and warm water before starting work, during work as often as necessary to keep the hands clean, and after smoking, eating, drinking, or using the toilet. Staff shall not use tobacco in any form while engaged in food preparation or service, or while in any equipment or utensil washing or food preparation area.
 - 6) Food contact surfaces shall be easily cleanable, smooth, free of breaks,

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF ADOPTED AMENDMENTS

open seams, cracks, chips, pits, and similar imperfections, and be free of difficult-to-clean internal corners and crevices. Non-food-contact surfaces of equipment shall be designed and fabricated to be smooth, washable, free of unnecessary ledges, projections, or crevices, and shall be ~~of such material and in such repair as to be easily~~ maintained in a clean, sanitary condition. Food-contact and non-food-contact surfaces shall be maintained in a clean condition.

- 7) Equipment and utensils shall be washed, rinsed, and sanitized after each use. For manual cleaning and sanitizing, items shall be washed in a hot detergent solution, rinsed with clear water, and sanitized by one of the following methods:
 - A) Immersion for at least one-half minute in clean, hot water of at least 170°F; ~~or~~
 - B) Immersion for at least one minute in a clean solution of at least 50 parts per million of available chlorine as a hypochlorite and having a temperature of at least 75°F; ~~or~~
 - C) Immersion for at least one minute in a clean solution containing at least 12.5 parts per million of available iodine and having a pH not higher than 5.0 and a temperature of at least 75°F; or
 - D) Immersion in a clean solution containing any other chemical sanitizing agent allowed under 21 CFR 178.1010 that will provide the equivalent bactericidal effect of a solution containing at least 50 parts per million of available chlorine as a hypochlorite and having a temperature of at least 75°F for one minute.
- 8) Mechanical cleaning and sanitizing may be done by spray-type or immersion dishwashing machines, or by any other type of machine or device demonstrated to thoroughly clean and sanitize equipment and utensils. Machines shall be installed and maintained in good repair, and shall be operated in accordance with the manufacturer's instructions. The final sanitizing rinse shall be at least 180°F or equivalent. ~~Mechanical sanitizing shall be in accordance with the Food Service Sanitation Code, Section 750.830(h).~~

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF ADOPTED AMENDMENTS

- 9) Utensils shall be air dried before being stored or shall be stored in a self-draining position.
 - 10) Garbage and refuse shall be kept in durable, easily cleanable insect- and rodent-proof containers that do not leak or absorb liquid.
 - 11) The facility shall be kept in such a condition as to prevent insects and rodents from harboring or feeding. Screen doors shall be self-closing, and screening material shall not be less than 16 mesh to the inch.
 - 12) Floors, floor coverings, walls, and ceilings shall be easily cleanable and maintained in good repair.
 - 13) Poisonous or toxic materials shall be properly labeled. Insecticides and rodenticides and detergents, sanitizers, and other cleaning agents shall be stored physically separate from each other and not stored above or intermingled with food, food equipment, and utensils.
- e) Physical Plant Requirements
- 1) New hospice residences shall submit drawings for the proposed hospice residence for review by the Department. The drawing shall ~~which shall~~ be in compliance with the requirements of NFPA 101, Chapter 18, New Health Care Occupancies~~Chapter 32, New Board and Care Occupancies~~.
 - 2) Existing hospice residences shall comply with the requirements of NFPA 101, Chapter 19, Existing Health Care Occupancies~~Chapter 33, Existing Board and Care Occupancies~~.
 - 3) Each hospice residence shall be in full compliance with local building codes and fire safety/protection requirements.
 - 4) Exits shall not be blocked.
 - 5) The following patient areas shall be designed and equipped for the comfort and privacy of each patient and his or her family members:
 - A) Physical space for private patient/family visiting;

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF ADOPTED AMENDMENTS

- B) Accommodations for family members to remain with the patient throughout the night;
 - C) Accommodations for family privacy after a patient's death;
 - D) A living room with a minimum area of 10 square feet per patient bed; and
 - E) A dining room with a minimum area of 10 square feet per patient bed.
- 6) Decor shall be homelike in design and function.
- 7) Not more than two people shall share a bedroom. No room commonly used for other purposes, including, but not limited to, a hall, stairway, attic, garage, storage area, shed or similar detached building, shall be used as a sleeping room for any patient.
- 8) The patient rooms shall be designed and equipped for adequate nursing care and the comfort and privacy of patients and shall comply with the following:
- A) Be equipped with or conveniently located near toilet and bathing facilities;
 - B) Be at or above grade level;
 - C) Contain a suitable bed for each patient and other appropriate furniture;
 - D) Have closet space that provides security and privacy for clothing and personal belongings;
 - E) Contain no more than two beds;
 - F) Measure at least 100 square feet for a single patient room or 80 square feet for each patient in a multi-patient room; and
 - G) Be equipped with a device for calling the staff member on duty.

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF ADOPTED AMENDMENTS

- 9) Toilets and bathroom facilities shall be conveniently located. At least one toilet, washbasin, and bathtub or shower shall be provided per six patients. If the bathing area or toilet room contains more than one of each fixture, a means of allowing individual privacy shall be provided. Toilets and bathroom facilities shall be designed to provide the following:
 - A) An adequate supply of hot water at all times for patient use; and
 - B) Plumbing fixtures with control valves that automatically regulate the temperature of the hot water used by patients.
- 10) Isolation areas. The hospice shall isolate patients with infectious diseases.
- 11) Garbage shall be disposed of in accordance with State and local requirements. Potentially infectious medical wastes shall be disposed of in accordance with State and local requirements. All solid waste shall be handled in the hospice residence to prevent transmission of disease. Sharps shall be stored and disposed of in rigid, puncture-resistant containers.
- 12) Water supply, sewage disposal, and plumbing systems shall comply with all applicable State and local codes and ordinances.
- 13) Hospice residences shall be limited to 2016 patient beds.

(Source: Amended at 44 Ill. Reg. 12582, effective July 2, 2020)

SECRETARY OF STATE

NOTICE OF ADOPTED AMENDMENT

- 1) Heading of the Part: Issuance of Licenses
- 2) Code Citation: 92 Ill. Adm. Code 1030
- 3) Section Number: 1030.90 Adopted Action:
Amendment
- 4) Statutory Authority: Implementing Article I of the Illinois Driver Licensing Law of the Illinois Vehicle Code [625 ILCS 5/Ch. 6, Art. I] and authorized by Section 2-104(b) of the Illinois Vehicle Title and Registration Law of the Illinois Vehicle Code [625 ILCS 5].
- 5) Effective Date of Rule: July 7, 2020
- 6) Does this rulemaking contain an automatic repeal date? No
- 7) Does this rulemaking contain incorporations by reference? No
- 8) A copy of the adopted rule, including any material incorporated by reference, is on file in the Agency's principal office and is available for public inspection.
- 9) Notice of Proposal published in the *Illinois Register*: 44 Ill. Reg. 5346; March 27, 2020
- 10) Has JCAR issued a Statement of Objection to this rulemaking? No
- 11) Differences between Proposal and Final Version: None
- 12) Have all the changes agreed upon by the Agency and JCAR been made as indicated in the agreements issued by JCAR? None were suggested.
- 13) Will this rulemaking replace an emergency rule currently in effect? No
- 14) Are there any rulemakings pending on this Part? No
- 15) Summary and Purpose of Rulemaking: This amendment changes the requirement for the information to be included as part of a declaration made by those applicant's wishing to wear religious head covering in the driver's license or identification card photo.
- 16) Information and questions regarding this adopted rule shall be directed to:

SECRETARY OF STATE

NOTICE OF ADOPTED AMENDMENT

Pamela Wright
Office of the General Counsel
298 Howlett Building
Springfield IL 62756

217/785-3094
pwright@ilsos.gov

The full text of the Adopted Amendment begins on the next page:

SECRETARY OF STATE

NOTICE OF ADOPTED AMENDMENT

TITLE 92: TRANSPORTATION
CHAPTER II: SECRETARY OF STATEPART 1030
ISSUANCE OF LICENSES

Section	
1030.1	Definitions
1030.5	Procedure for Obtaining a Standard Driver's License or Identification Card
1030.6	Procedure for Obtaining a Visa Status Temporary Visitor's Driver's License Pursuant to IVC Section 6-105.1(a)
1030.7	Procedure for Obtaining a Non-Visa Status Temporary Visitor's Driver's License Pursuant to IVC Section 6-105.1(a-5)
1030.8	Procedure for Obtaining a Real ID Compliant Driver's License or Identification Card
1030.10	What Persons Shall Not Be Licensed or Granted Permits
1030.11	Procedure for Obtaining a Driver's License/Temporary Visitor's Driver's License (Renumbered)
1030.12	Identification Cards for the Homeless
1030.13	Denial of License or Permit
1030.14	Emergency Contact Database
1030.15	Cite for Re-testing
1030.16	Physical and Mental Evaluation
1030.17	Errors in Issuance of Driver's License/Cancellation
1030.18	Medical Criteria Affecting Driver Performance
1030.20	Classification of Drivers – References (Repealed)
1030.22	Medical Examiner's Certificate – CLP or CDL Holders
1030.25	Safe Driver License Renewals
1030.26	Identification Cards for IDOC/IDJJ Applicants
1030.27	Identification Cards for Youth in Care
1030.30	Classification Standards
1030.40	Fifth Wheel Equipped Trucks
1030.50	Bus Driver's Authority, Religious Organization and Senior Citizen Transportation
1030.55	Commuter Van Driver Operating a For-Profit Ridesharing Arrangement
1030.60	Third-Party Certification Program
1030.63	Religious Exemption for Social Security Numbers (Repealed)
1030.65	Instruction Permits
1030.66	Adult Driver Education
1030.70	Driver's License Testing/Vision Screening

SECRETARY OF STATE

NOTICE OF ADOPTED AMENDMENT

- 1030.75 Driver's License Testing/Vision Screening With Vision Aid Arrangements Other Than Standard Eye Glasses or Contact Lenses
- 1030.80 Driver's License Testing/Written Test
- 1030.81 Endorsements
- 1030.82 Charter Bus Driver Endorsement Requirements
- 1030.83 Hazardous Material Endorsement
- 1030.84 Vehicle Inspection
- 1030.85 Driver's License Testing/Road Test
- 1030.86 Multiple Attempts – Written and/or Road Tests
- 1030.88 Exemption of Facility Administered Road Test
- 1030.89 Temporary Driver's Licenses and Temporary Instruction Permits
- 1030.90 Requirement for Photograph and Signature of Licensee on Driver's License
- 1030.91 Person with a Disability Identification Card
- 1030.92 Restrictions
- 1030.93 Restricted Local Licenses
- 1030.94 Duplicate or Corrected Driver's License or Instruction Permit
- 1030.95 Consular Licenses (Repealed)
- 1030.96 Seasonal Restricted Commercial Driver's License
- 1030.97 Invalidation of a Driver's License, Permit and/or Driving Privilege
- 1030.98 School Bus Endorsement or Learner's Permit
- 1030.100 Anatomical Gift Donor (Repealed)
- 1030.110 Emergency Medical Information Card
- 1030.115 Change-of-Address
- 1030.120 Issuance of a Probationary License
- 1030.130 Grounds for Cancellation of a Probationary License
- 1030.140 Use of Captured Images
- 1030.150 Veteran Designation on Driver's License or Identification Card
-
- 1030.APPENDIX A Questions Asked of a Driver's License Applicant
- 1030.APPENDIX B Acceptable Identification Documents – Applicants for a Standard Identification Card, Driver's License, Instruction Permit, Visa Status Temporary Visitor's Driver's License Pursuant to IVC Section 6-105.1(a) or Visa Status Temporary Visitor's Instruction Permit (Non-Real ID)
- 1030.APPENDIX C Acceptable Identification Documents – Applicants for a Non-Visa Status Temporary Visitor's Driver's License or Non-Visa Status Temporary Visitor's Instruction Permit Pursuant to IVC Section 6-105.1(a-5)
- 1030.APPENDIX D Acceptable Identification Documents – Applicants for a Real ID

SECRETARY OF STATE

NOTICE OF ADOPTED AMENDMENT

Compliant Driver's License or Identification Card

AUTHORITY: Implementing Article I of the Illinois Driver Licensing Law of the Illinois Vehicle Code [625 ILCS 5/Ch. 6, Art. I] and authorized by Section 2-104(b) of the Illinois Vehicle Title and Registration Law of the Illinois Vehicle Code [625 ILCS 5/Ch. 2].

SOURCE: Filed March 30, 1971; amended at 3 Ill. Reg. 7, p. 13, effective April 2, 1979; amended at 4 Ill. Reg. 27, p. 422, effective June 23, 1980; amended at 6 Ill. Reg. 2400, effective February 10, 1982; codified at 6 Ill. Reg. 12674; amended at 9 Ill. Reg. 2716, effective February 20, 1985; amended at 10 Ill. Reg. 303, effective December 24, 1985; amended at 10 Ill. Reg. 15130, effective September 2, 1986; amended at 10 Ill. Reg. 18182, effective October 14, 1986; amended at 11 Ill. Reg. 9331, effective April 28, 1987; amended at 11 Ill. Reg. 18292, effective October 23, 1987; amended at 12 Ill. Reg. 3027, effective January 14, 1988; amended at 12 Ill. Reg. 13221, effective August 1, 1988; amended at 12 Ill. Reg. 16915, effective October 1, 1988; amended at 12 Ill. Reg. 19777, effective November 15, 1988; amended at 13 Ill. Reg. 5192, effective April 1, 1989; amended at 13 Ill. Reg. 7808, effective June 1, 1989; amended at 13 Ill. Reg. 12880, effective July 19, 1989; amended at 13 Ill. Reg. 12978, effective July 19, 1989; amended at 13 Ill. Reg. 13898, effective August 22, 1989; amended at 13 Ill. Reg. 15112, effective September 8, 1989; amended at 13 Ill. Reg. 17095, effective October 18, 1989; amended at 14 Ill. Reg. 4570, effective March 8, 1990; amended at 14 Ill. Reg. 4908, effective March 9, 1990; amended at 14 Ill. Reg. 5183, effective March 21, 1990; amended at 14 Ill. Reg. 8707, effective May 16, 1990; amended at 14 Ill. Reg. 9246, effective May 16, 1990; amended at 14 Ill. Reg. 9498, effective May 17, 1990; amended at 14 Ill. Reg. 10111, effective June 11, 1990; amended at 14 Ill. Reg. 10510, effective June 18, 1990; amended at 14 Ill. Reg. 12077, effective July 5, 1990; amended at 14 Ill. Reg. 15487, effective September 10, 1990; amended at 15 Ill. Reg. 15783, effective October 18, 1991; amended at 16 Ill. Reg. 2182, effective January 24, 1992; emergency amendment at 16 Ill. Reg. 12228, effective July 16, 1992, for a maximum of 150 days; emergency expired on December 13, 1992; amended at 16 Ill. Reg. 18087, effective November 17, 1992; emergency amendment at 17 Ill. Reg. 1219, effective January 13, 1993, for a maximum of 150 days; amended at 17 Ill. Reg. 2025, effective February 1, 1993; amended at 17 Ill. Reg. 7065, effective May 3, 1993; amended at 17 Ill. Reg. 8275, effective May 24, 1993; amended at 17 Ill. Reg. 8522, effective May 27, 1993; amended at 17 Ill. Reg. 19315, effective October 22, 1993; amended at 18 Ill. Reg. 1591, effective January 14, 1994; amended at 18 Ill. Reg. 7478, effective May 2, 1994; amended at 18 Ill. Reg. 16457, effective October 24, 1994; amended at 19 Ill. Reg. 10159, effective June 29, 1995; amended at 20 Ill. Reg. 3891, effective February 14, 1996; emergency amendment at 20 Ill. Reg. 8358, effective June 4, 1996, for a maximum of 150 days; emergency amendment repealed in response to an objection of the Joint Committee on Administrative Rules at 20 Ill. Reg. 14279; amended at 21 Ill. Reg. 6588, effective May 19, 1997; amended at 21 Ill. Reg. 10992, effective July 29, 1997; amended at 22

SECRETARY OF STATE

NOTICE OF ADOPTED AMENDMENT

Ill. Reg. 1466, effective January 1, 1998; emergency amendment at 23 Ill. Reg. 9552, effective August 1, 1999, for a maximum of 150 days; amended at 23 Ill. Reg. 13947, effective November 8, 1999; amended at 24 Ill. Reg. 1259, effective January 7, 2000; emergency amendment at 24 Ill. Reg. 1686, effective January 13, 2000, for a maximum of 150 days; amended at 24 Ill. Reg. 6955, effective April 24, 2000; emergency amendment at 24 Ill. Reg. 13044, effective August 10, 2000, for a maximum of 150 days; amended at 24 Ill. Reg. 18400, effective December 4, 2000; amended at 25 Ill. Reg. 959, effective January 5, 2001; amended at 25 Ill. Reg. 7742, effective June 5, 2001; amended at 25 Ill. Reg. 12646, effective September 24, 2001; emergency amendment at 25 Ill. Reg. 12658, effective September 24, 2001, for a maximum of 150 days; emergency expired February 20, 2002; amended at 26 Ill. Reg. 9961, effective June 24, 2002; amended at 27 Ill. Reg. 855, effective January 3, 2003; emergency amendment at 27 Ill. Reg. 7340, effective April 14, 2003, for a maximum of 150 days; emergency expired September 10, 2003; emergency amendment at 27 Ill. Reg. 16968, effective October 17, 2003, for a maximum of 150 days; emergency expired March 14, 2004; emergency amendment at 28 Ill. Reg. 384, effective January 1, 2004, for a maximum of 150 days; emergency expired May 29, 2004; amended at 28 Ill. Reg. 8895, effective June 14, 2004; amended at 28 Ill. Reg. 10776, effective July 13, 2004; amended at 29 Ill. Reg. 920, effective January 1, 2005; emergency amendment at 29 Ill. Reg. 2469, effective January 31, 2005, for a maximum of 150 days; emergency expired June 29, 2005; amended at 29 Ill. Reg. 9488, effective June 17, 2005; amended at 29 Ill. Reg. 12519, effective July 28, 2005; amended at 29 Ill. Reg. 13237, effective August 11, 2005; amended at 29 Ill. Reg. 13580, effective August 16, 2005; amended at 30 Ill. Reg. 910, effective January 6, 2006; amended at 30 Ill. Reg. 5621, effective March 7, 2006; amended at 30 Ill. Reg. 11365, effective June 15, 2006; emergency amendment at 30 Ill. Reg. 11409, effective June 19, 2006, for a maximum of 150 days; emergency expired November 15, 2006; amended at 31 Ill. Reg. 4782, effective March 12, 2007; amended at 31 Ill. Reg. 5096, effective March 15, 2007; amended at 31 Ill. Reg. 5864, effective March 29, 2007; amended at 31 Ill. Reg. 6370, effective April 12, 2007; amended at 31 Ill. Reg. 7643, effective May 16, 2007; amended at 31 Ill. Reg. 11342, effective July 18, 2007; amended at 31 Ill. Reg. 14547, effective October 9, 2007; amended at 31 Ill. Reg. 14849, effective October 22, 2007; amended at 31 Ill. Reg. 16543, effective November 27, 2007; amended at 31 Ill. Reg. 16843, effective January 1, 2008; emergency amendment at 32 Ill. Reg. 208, effective January 2, 2008, for a maximum of 150 days; amended at 32 Ill. Reg. 6544, effective April 4, 2008; amended at 33 Ill. Reg. 2391, effective January 21, 2009; amended at 33 Ill. Reg. 8489, effective June 5, 2009; amended at 33 Ill. Reg. 9794, effective June 29, 2009; amended at 33 Ill. Reg. 11620, effective July 22, 2009; amended at 33 Ill. Reg. 14185, effective September 28, 2009; amended at 34 Ill. Reg. 563, effective December 22, 2009; amended at 34 Ill. Reg. 9457, effective June 23, 2010; amended at 34 Ill. Reg. 15418, effective September 22, 2010; amended at 34 Ill. Reg. 19071, effective November 22, 2010; amended at 35 Ill. Reg. 2197, effective January 21, 2011; amended at 35 Ill. Reg. 4692, effective March 3, 2011; amended at 35 Ill. Reg. 19664, effective November 23,

SECRETARY OF STATE

NOTICE OF ADOPTED AMENDMENT

2011; amended at 36 Ill. Reg. 3924, effective February 27, 2012; amended at 36 Ill. Reg. 7255, effective April 26, 2012; amended at 36 Ill. Reg. 14755, effective September 18, 2012; amended at 37 Ill. Reg. 7776, effective May 22, 2013; amended at 37 Ill. Reg. 14176, effective September 1, 2013; amended at 37 Ill. Reg. 19342, effective November 28, 2013; amended at 38 Ill. Reg. 7946, effective March 28, 2014; emergency amendment at 38 Ill. Reg. 8429, effective April 4, 2014, for a maximum of 150 days; amended at 38 Ill. Reg. 12515, effective July 1, 2014; amended at 38 Ill. Reg. 16366, effective July 21, 2014; amended at 38 Ill. Reg. 20039, effective October 1, 2014; amended at 39 Ill. Reg. 1182, effective January 5, 2015; amended at 39 Ill. Reg. 5083, effective March 23, 2015; amended at 39 Ill. Reg. 8028, effective May 21, 2015; amended at 39 Ill. Reg. 11531, effective July 28, 2015; amended at 39 Ill. Reg. 14930, effective October 29, 2015; amended at 40 Ill. Reg. 1882, effective January 12, 2016; amended at 40 Ill. Reg. 7330, effective May 2, 2016; amended at 40 Ill. Reg. 13637, effective September 19, 2016; amended at 40 Ill. Reg. 15397, effective October 26, 2016; amended at 41 Ill. Reg. 438, December 29, 2016; amended at 41 Ill. Reg. 3009, effective February 24, 2017; amended at 41 Ill. Reg. 13665, effective October 30, 2017; amended at 42 Ill. Reg. 1886, effective January 3, 2018; amended at 42 Ill. Reg. 2891, effective January 29, 2018; amended at 42 Ill. Reg. 4969, effective March 5, 2018; amended at 42 Ill. Reg. 11499, effective June 8, 2018; amended at 42 Ill. Reg. 20548, effective October 30, 2018; amended at 43 Ill. Reg. 3724, effective March 4, 2019; amended at 43 Ill. Reg. 5322, effective April 24, 2019; amended at 44 Ill. Reg. 2041, effective December 31, 2019; emergency amendment at 44 Ill. Reg. 5477, effective March 16, 2020, for a maximum of 150 days; emergency amendment at 44 Ill. Reg. 5839, effective March 17, 2020, for a maximum of 150 days; emergency amendment to emergency rule at 44 Ill. Reg. 6650, effective April 9, 2020, for the remainder of the 150 days; emergency amendment at 44 Ill. Reg. 10011, effective May 21, 2020, for a maximum of 150 days; emergency amendment effective March 17, 2020, as amended April 9, 2020, repealed at 44 Ill. Reg. 11603, effective June 30, 2020; emergency amendment at 44 Ill. Reg. 11898, effective June 30, 2020, for a maximum of 150 days; amended at 44 Ill. Reg. 12607, effective July 7, 2020.

Section 1030.90 Requirement for Photograph and Signature of Licensee on Driver's License

- a) **Application**
Every driver's license issued pursuant to IVC Section 6-110 shall include, as an integral part of the license, a head and shoulder, full-faced color photograph of the driver to whom the driver's license is being issued. A full-faced photograph must be taken without any obstruction of the applicant's facial features or any items covering any portion of the face. Prescription glasses may be allowed. The driver's license shall be a photographically generated document that also includes the required information pertaining to the driver, the driver's signature, and other

SECRETARY OF STATE

NOTICE OF ADOPTED AMENDMENT

special security features to reduce the possibility of alteration and/or illegal reproduction. The driver's license must utilize a photograph taken of the driver at a Driver Services Facility that is produced by equipment specifically designed for this purpose. The driver's license must utilize a photograph and signature updated at least every 8 years, unless the driver holds a military deferral certificate or civilian employee deferral card issued by the Department.

b) Exceptions

Exceptions may be made in the best interest of individual Illinois drivers as follows:

1) Established Religious Convictions

- A) A driver will not be required to submit to a photograph if sufficient justification is provided by the driver to establish that a photograph would be in violation of or contradictory to the driver's religious convictions. If a driver declares that the use of a photograph is against his/her religious convictions, the driver will be given an Affidavit to be completed. This Affidavit contains designated areas for a detailed written explanation of the reasons why a photograph is against the driver's religious convictions, a place for the driver's signature and date, the designation of the religious sect or denomination involved, space for a minister or other religious leader to apply his/her signature attesting to the explanation the driver has offered, along with the date and official title of the minister or religious leader.
- B) The Affidavit shall be forwarded by the driver to the Driver Services Department Central Office in Springfield where a review and a decision will be made by the Director of the Driver Services Department relative to the issuance or non-issuance of a valid driver's license without photograph. To assist the Director in this decision, a committee of three administrative personnel will be appointed by the Director. Each Affidavit will be reviewed by each member of the committee, and each individual recommendation will be made to the Director for his final decision.
- C) A non-photo temporary driver's license, not to exceed 90 days in duration, shall be issued to allow for driving privileges during the

SECRETARY OF STATE

NOTICE OF ADOPTED AMENDMENT

interim period while the Affidavit will be reviewed and a decision will be made by the Director.

- D) Upon approval by the Director, a valid driver's license without a photograph will be issued from the Central Office utilizing an application signed by the driver. The driver's license will be mailed to the driver's home address.

2) Facial Disfigurements

- A) When a driver requests a driver's license without a photograph because the driver states that it is embarrassing or distasteful to submit to a photograph because of a facial disfigurement caused by disease, trauma or congenital condition, the requirement of a photograph may be waived. The Supervisor of the Driver Services Facility in which the driver appears shall make a decision, based upon the extent of the facial disfigurement, regarding the issuance of a driver's license without a photograph. Should the Supervisor approve the issuance of a driver's license without a photograph, the driver's license will be issued from the Central Office utilizing an application signed by the driver. The driver's license will be mailed to the driver's home address.
- B) Should the Supervisor not approve the issuance of a driver's license without a photograph, the Supervisor will forward a written statement from the driver, along with a statement from the Supervisor providing detailed information to the Director of the Driver Services Department regarding the extent of the disfigurement and the Supervisor's justification for disapproval. The Director of the Driver Services Department may obtain further information and/or professional opinions to support an objective decision regarding whether a valid driver's license without the photograph may be issued.
- C) A non-photo temporary driver's license, not to exceed 90 days in duration, shall be issued to allow driving privileges during the interim period while the driver's license is being issued, or the statements relating to disapproval are being reviewed and a decision is being made.

SECRETARY OF STATE

NOTICE OF ADOPTED AMENDMENT

- D) Upon approval by the Director, a valid driver's license without a photograph will be issued from the Central Office utilizing an application signed by the driver. The driver's license will be mailed to the driver's home address.
- 3) Out-of-State
- A) Drivers who are temporarily residing outside the State of Illinois and/or who are temporarily absent from the State at the expiration date of the driver's license may apply for a valid driver's license without photograph and signature because of their inability to appear at an Illinois Driver Services Facility. If an Illinois driver declares, in writing, that he/she is out-of-state at the time the driver's license must be renewed, and submits this information with the properly completed application and renewal fee, a driver's license may be issued without the driver's photograph and signature.
- B) However, the driver will be informed that he/she must appear at a Driver Services Facility within 45 days upon returning to Illinois and exchange this valid driver's license without photograph and signature for a driver's license containing the driver's photograph and signature. This replacement driver's license is issued without additional charge to the driver. If the driver does not return to Illinois and obtain a replacement driver's license with the photograph and signature, the driver's license without the photograph and signature may not be renewed upon expiration unless the driver submits an affidavit attesting to the fact that he/she has not returned to the State of Illinois during the term of the driver's license without the photograph and signature.
- C) A non-photo temporary driver's license may be issued to those drivers who plan to return to Illinois within a 90-day period. If a driver's license renewal examination is required, this examination must be taken and will not be waived. In those cases in which reciprocal agreements exist with driver's licensing entities in other jurisdictions, the Illinois examination shall be administered by a qualified representative of the jurisdiction, and the results reported

SECRETARY OF STATE

NOTICE OF ADOPTED AMENDMENT

to and accepted by the Illinois Department.

- 4) Religious Head ~~Coverings~~Dressings
- A) The wearing of religious head ~~coverings~~dressings for the photograph shall be allowed if the head ~~covering~~dressings does not cover any area of the open face and if the driver signs a declaration stating that his/her sincerely held religious belief requires the person to wear an unconcealed religious head covering when in public, that in observation and exercise of the applicant's religious beliefs, the applicant does not normally remove the religious head covering in public unless removal is necessary, at the applicant's discretion, and that the applicant does not remove the head covering in public as a matter of courtesy or protocol, such as when in court, in observation of a religious conviction, he or she wears the head dressing at all times when in public, unless circumstances require the removal of the head dressing. These circumstances may include, but are not limited to, medical examinations or visits to a hair dresser or barber.
- B) A driver who meets the requirements of subsection (b)(4)(A) will be given a declaration to be signed. In addition to the statements in subsection (b)(4)(A), the~~The~~ declaration ~~shall~~will include the following:
- i) The applicant's name, address, and driver's license or identification card number~~A statement that, in observation of a religious conviction, the driver only removes the head dressing in public when removal is necessary (such as for a medical examination or a visit to a hair dresser or barber) and does not remove the head dressing in public as a matter of courtesy or protocol (such as when entering a professional office or attending a worship service);~~
- ii) An acknowledgement that, if the Director of the Driver Services Department obtains evidence showing the driver does not wear religious head dressings at all times while in public, unless circumstances require the removal of the head dressing, the driver's license may be cancelled;

SECRETARY OF STATE

NOTICE OF ADOPTED AMENDMENT

- iii) The language "Under penalties as provided by law pursuant to Section 1-109 of the Illinois Code of Civil Procedure, the undersigned certifies that the statements set forth in this declaration are true and correct."; and
- iii+) A place for the driver's signature and date.
- c) TVDL applicants or holders are not eligible for an exception under subsection (b)(3).
- d) Hearings
Should the Director deny the issuance of a driver's license without photograph and/or signature, the individual may appeal that decision by requesting in writing a hearing pursuant to IVC Section 2-118.

(Source: Amended at 44 Ill. Reg. 12607, effective July 7, 2020)

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

- 1) Heading of the Part: Firearm Dealer License Certification Act
- 2) Code Citation: 20 Ill. Adm. Code 1232
- 3)

<u>Section Numbers:</u>	<u>Adopted Actions:</u>
1232.10	New Section
1232.20	New Section
1232.30	New Section
1232.40	New Section
1232.50	New Section
1232.60	New Section
1232.70	New Section
1232.80	New Section
1232.90	New Section
1232.100	New Section
1232.110	New Section
1232.120	New Section
1232.130	New Section
1232.140	New Section
1232.150	New Section
1232.160	New Section
1232.170	New Section
1232.180	New Section
1232.190	New Section
1232.200	New Section
1232.210	New Section
1232.220	New Section
1232.230	New Section
1232.EXHIBIT A	New Section
- 4) Statutory Authority: Implementing and authorized by the Firearm Dealer License Certification Act [430 ILCS 68] and authorized by the Department of State Police Law [20 ILCS 2605/2605].
- 5) Effective Date of Rules: July 8, 2020
- 6) Does this rulemaking contain an automatic repeal date? No
- 7) Does this rulemaking contain incorporations by reference? No

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

- 8) A copy of the adopted rules is on file in the Agency's principal office and is available for public inspection.
- 9) Notice of Proposal published in *Illinois Register*: 44 Ill. Reg. 2446; February 7, 2020
- 10) Has JCAR issued a Statement of Objection to this rulemaking? No
- 11) Differences between Proposal and Final Version: Section 1232.10 definition of "retail location" added "the actual physical space location". Section 1232.50 a) 1) added "For purposes of this Section, "good cause" includes such instances as the need for follow-up when a remediation plan has been entered or as part of an ISP investigation based on concerns that the Act or this Part is being violated. (Section 5-35 of the Act)". Section 1232.70 c) added "Monitoring of interior motion detection, glass breakage detection, and/or any failure in the alarm system." Section 1232.80 combined sections and made additional changes formatting and numerical changes.
- 12) Have all the changes agreed upon by the Agency and JCAR been made as indicated in the agreements issued by JCAR? No agreements were issued by JCAR.
- 13) Will this rulemaking replace an emergency rule currently in effect? No
- 14) Are there any rulemakings pending on this Part? No
- 15) Summary and Purpose of Rulemaking: The regulations implement the Firearm Dealer License Certification Act by establishing an application process for individuals and entities subject to regulation under the Act, describing enforcement mechanisms by law-enforcement agencies, and identifying licensee obligations relating to security and storage plans, record-keeping requirements, and training mandates. Additionally, the regulations set forth the fee schedule for license applicants and disciplinary fines and sanctions for violations of the Act. Finally, the regulations create administrative processes for investigating alleged violations of the Act and establish an appeal process for licensees and applicants to formally challenge determinations of the Illinois State Police.
- 16) Information and questions regarding these adopted rules shall be directed to:

Ms. Yvette Loizon
Chief Legal Counsel

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

Illinois State Police
801 South 7th Street, Suite 1000-S
Springfield IL 62703

217/782-7658

The full text of the Adopted Rules begins on the next page:

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

TITLE 20: CORRECTIONS, CRIMINAL JUSTICE, AND LAW ENFORCEMENT
CHAPTER II: ILLINOIS STATE POLICEPART 1232
FIREARM DEALER LICENSE CERTIFICATION ACT

Section	
1232.10	Definitions
1232.20	Application Procedures
1232.30	Measuring Distances
1232.40	Exemptions
1232.50	Inspection of Certified Licensees' Places of Business
1232.60	Security System
1232.70	Alarm Monitoring System
1232.80	Safe Storage By Certified Licensees
1232.90	Training; Statewide Compliance Standards
1232.100	Electronic-based Recordkeeping
1232.110	Fees and Fines
1232.120	Term of License
1232.130	Retention of Records
1232.140	Return of Suspended or Revoked Certificate of License
1232.150	Disciplinary Sanctions; Restoration
1232.160	Complaints; Investigations; Hearings
1232.170	Order of the Director
1232.180	Filing
1232.190	Form of Documents
1232.200	Motion and Answer
1232.210	Rehearings
1232.220	Administrative Review
1232.230	Mandatory Signage
1232.EXHIBIT A	Warning Signage

AUTHORITY: Implementing and authorized by the Firearm Dealer License Certification Act [430 ILCS 68] and authorized by Section 2605-15 of the Department of State Police Law [20 ILCS 2605].

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

SOURCE: Emergency rules adopted at 44 Ill. Reg. 1681, effective January 3, 2020, for a maximum of 150 days; emergency expired May 31, 2020; adopted at 44 Ill. Reg. 12619, effective July 8, 2020.

Section 1232.10 Definitions

The following additional definitions also apply to this Part unless the context clearly requires a different meaning:

"Act" means Firearm Dealer License Certification Act [430 ILCS 68].

"Applicant" means a person who has submitted an application for a certified license.

"ATF" means the federal Bureau of Alcohol, Tobacco, Firearms and Explosives within the U.S. Department of Justice.

"Certified Licensee" or "CL" means a licensee who has certified its FFL under the Act and this Part.

"Dealer License" means a Federal Firearms License authorizing a person or entity to engage in the business of dealing firearms.

"Director" means the Director of State Police or his or her designee.

"Disaster" means an occurrence or threat of widespread or severe damage, injury or loss of life or property resulting from any natural or technological cause, including, but not limited to, fire, flood, earthquake, hazardous materials spill, extended periods of severe and inclement weather, explosion, riot, public health emergencies, or acts of domestic or cyber terrorism, or any other State or federally declared disaster situation.

"Electronic Record" means a record generated, communicated, received or stored by electronic means for use in an information system or for transmission from one information system to another.

"Engage in the Business of Dealing Firearms", as used in Section 5-5 of the Act, "Engage in the Business of Selling, Leasing, or Otherwise Transferring Firearms" as used in Section 5-15 of the Act, or "Dealer" means a person or entity that

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

devotes time, attention and labor to the selling, leasing or transferring of firearms at retail as a regular course of trade or business with the principal objective of livelihood and profit through the sale, lease or transfer of firearms. These terms apply to any person or entity who engages in the business on a full or part-time basis. The terms shall not apply to the following:

a person or entity that primarily engages in gunsmithing services in which it accepts a firearm for service, services the firearm, and returns it only to the customer who gave it the firearm to service;

a person or entity that engages primarily in the manufacture or import of firearms but does not sell, lease or transfer firearms at retail to individual purchasers;

a person or entity that is a collector of firearms who acquires, holds or disposes of firearms as curios or relics;

pawnshops that acquire firearms only for purposes of bailment as defined in Section 5-25(11) of the Act;

a person or entity that primarily engages in transactions that do not require the completion of a Form 4473 and background check under State or federal law; or

any activity otherwise exempt under Section 5-25 of the Act.

"Entity" means any person, firm, corporation, group of individuals, or other legal entity.

"FFL" means Federal Firearms License.

"FFL Holder" means a person, firm, corporation, or other entity that has been given, and currently possesses, a valid Federal Firearms License.

"Firearm" means any device, by whatever name known, that is designed to expel a projectile or projectiles by the action of an explosion, expansion of gas, or escape of gas.

"Firearm" does not include:

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

any pneumatic gun, spring gun, paint ball gun, or BB gun that expels a single globular projectile not exceeding .18 inch in diameter or that has a maximum muzzle velocity of less than 700 feet per second;

any pneumatic gun, spring gun, paint ball gun, or BB gun that expels breakable paint balls containing washable marking colors;

any device used exclusively for signaling or safety that is required or recommended by the U.S. Coast Guard or the Interstate Commerce Commission;

any device used exclusively for the firing of stud cartridges, explosive rivets, or similar industrial ammunition; and

a curio or relic (other than a machine gun) that, although designed as a weapon, ISP finds, by reason of the date of its manufacture, value, design, and other characteristics, is primarily a collector's item and is not likely to be used as a weapon.

"Firearm" does include:

any weapon (including a starter gun) that will, or is designed to, or may readily be converted to, expel a projectile by the action of an explosive;

the frame or receiver of any such weapon; and

any firearm muffler or firearm silencer.

"Firearm Ammunition" means any self-contained cartridge or shotgun shell, by whatever name known, that is designed to be used or adaptable to use in a firearm. "Firearm ammunition" does not include:

any ammunition exclusively designed for use with a device used exclusively for signaling or safety and required or recommended by the U.S. Coast Guard or the Interstate Commerce Commission; and

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

any ammunition designed exclusively for use with a stud or rivet driver or other similar industrial ammunition.

"FOID Act" means the Firearm Owners Identification Card Act [430 ILCS 65].

"Gunsmith" means a person who devotes time, attention and labor to servicing firearms as a regular course of trade or business with the principal objective of livelihood and profit, including a person who makes occasional repairs of firearms or who occasionally fits special barrels, stocks, or trigger mechanisms to firearms.

"Importer" means any person or entity engaged in the business of importing or bringing firearms or ammunition into the United States for purposes of sale or distribution.

"Inspection of Licensee's Place of Business" means review of all records and documents involving the selling, leasing or transferring of firearms present in a retail location, as well as all firearms subject to sale, lease or transfer in a retail location.

"Inventory" means firearms in the possession of an individual or entity for the purpose of sale, lease, or transfer.

"ISP" means the Illinois State Police.

"Law Enforcement Agency" means a federal or State government agency that:

is authorized by law to engage in or supervise the prevention, detection, investigation, prosecution or incarceration of any person for any violation of law;

has statutory powers of arrest or custodial detention; and

allows its members to carry a firearm while on duty.

"License" means a Federal Firearms License authorizing a person or entity to engage in the business of dealing firearms.

"Limited Access Area" means a room or rooms on the premises of, and under the control of, the certified licensee to which only the CL, the CL's agents and other

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

authorized personnel (e.g., ISP or law enforcement personnel) have access. "Limited access area" includes places where weapons are stored when not on display, surveillance equipment is maintained, and other areas that are not generally accessible by the public or nonauthorized employees.

"Manufacturer" means any person or entity engaged in the business of manufacturing firearms or ammunition for purposes of sale or distribution.

"Open to the Public" means that a certified licensee sells, leases or transfers firearms to the general public during regular business hours or by appointment only.

"Pawnbroker" means any person or entity whose business or occupation includes the taking of, or receiving of, by way of pledge or pawn, any firearm as security for the payment or repayment of money.

"Person" means any individual, corporation, company, association, firm, partnership, or any other entity, including any governmental entity.

"Retail Location" means the actual physical space or location open to the public from which a certified licensee engages in the business of selling, leasing, transferring, or facilitating the sale or transfer of a firearm. For purposes of the Act, a gun show or similar event at which a certified licensee engages in business from time to time is not a retail location. (Section 5-5 of the Act) A location is not considered a retail location if the certified licensee only transfers weapons classified as curios or relics.

"Secure Gun Storage or Safety Device" means:

a device that, when installed on a firearm, is designed to prevent the firearm from being operated without first deactivating the device;

a device incorporated in the design of the firearm to prevent the operation of the firearm by anyone not having access to the device; or

a safe, gun safe, gun case, lock box, or other locked receptacle that is designed to be, or can be, used to store a firearm and that is designed to be unlocked only by use of a key, combination, or other similar means.

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

"Straw Purchase" means:

the unlawful purchase of a firearm by a person who knowingly purchases or attempts to purchase a firearm with the intent to deliver that firearm to another person who is prohibited by federal or State law from possessing a firearm; or

the unlawful purchase of a firearm by a person who intentionally provides false or misleading information on an ATF firearms transaction record form to purchase a firearm with the intent to deliver that firearm to another person.

"Valid" means current and not suspended, revoked, expired, canceled, invalidated, denied or disqualified.

"Valid Photo Identification Card" means a current, and not suspended, revoked, expired, canceled, invalidated, denied or disqualified, driver's license or identification card issued by the federal government or any state. It does not include a temporary visitor's driver's license (TVDL).

"With the Principal Objective of Livelihood and Profit" means that the intent underlying the sale, lease or transfer of firearms is predominantly one of obtaining livelihood and pecuniary gain, as opposed to other intents, such as improving or liquidating a personal collection, and is not intended to apply to a person who engages in the regular and repetitive purchase and disposition of firearms for criminal purposes.

Section 1232.20 Application Procedures

- a) Application for a certificate of license shall be made by completing an application form provided by ISP. The application will be made available through ISP's website (www.isp.state.il.us) or in a form and manner prescribed by ISP as directed on its website. Applications will include, but not be limited to, the following information:
 - 1) Business contact information, including federal and State tax identification numbers;
 - 2) Employee information;

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

- 3) Information necessary to determine whether the business constitutes a retail location;
 - 4) Notification of previous suspensions or revocations of any FFL;
 - 5) Training certifications for all owners and employees (see Section 1232.90);
 - 6) Nature of the certification requested (see Section 1232.110);
 - 7) Proof of FFL (see Section 1232.20(c));
 - 8) Affidavit verifying all owners, agents and employees have completed background checks and verified FOID card information (see Section 1232.20(d)); and
 - 9) Submission of safe storage plans (see Section 1232.80).
- b) All applications and related documents shall be completed accurately and in their entirety, accompanied by the correct fee (see Section 1232.110), and submitted as indicated on the application or ISP's website.
- c) Federal Firearms License Required
- 1) The applicant shall submit a copy of its FFL, with a sworn affidavit verifying that the FFL presented was issued to the applicant and that the FFL is valid at the time of submission of the application.
 - 2) In lieu of requiring an affidavit, ISP may verify the validity of an FFL via any system or website approved by ATF and designed to allow an FFL holder or other authorized entity to verify or authenticate the FFL submitted under subsection (c)(1). The system or website will verify the information shown on the FFL to determine if the FFL is valid.
 - 3) ISP will advise applicants on its website or the application itself if an FFL affidavit is not required to be submitted.
- d) The applicant shall submit an affidavit identifying the name and Firearm Owner's Identification Card number of each owner, employee, or other agent who sells or

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

transfers firearms for the applicant. The affidavit shall declare that each owner, employee, or other agent of the applicant who sells or transfers firearms is at least 21 years of age, has a valid FOID Card, and, for a renewal, has completed the training required under Section 5-30 of the Act. The affidavit form will be available through ISP's website.

- e) Incomplete Submissions
 - 1) Any application that is not completed accurately and in its entirety, or does not include the correct fee (see Section 1232.110), will be rejected.
 - 2) ISP will provide written notice to any applicant whose application is rejected stating the reasons for the rejection. The notice will also inform the applicant that a Notice of Intent to Deny will be filed 30 days after notice of the rejection if the applicant fails to provide all required information, complete the application in its entirety, and submit the correct fee.
 - 3) If an applicant has not provided the required information or fee within 30 days after notice of the rejection, ISP will file a Notice of Intent to Deny, unless the applicant requests, and ISP agrees to, an extension.
- f) If the application process does not sufficiently provide all information ISP needs to make its certification decision, ISP will attempt to get that information from the applicant before it makes the final certification decision.
- g) All certificates issued shall remain the property of ISP.

Section 1232.30 Measuring Distances

For purposes of Section 5-20(c) of the Act, the distance between a retail location and a school, pre-school, or day care facility shall be measured linearly and shall be the shortest distance between the nearest corner of the building holding the retail location to the corner of the school, pre-school, or day care facility building nearest the retail location at the time the retail location seeks licensure.

Section 1232.40 Exemptions

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

FFL holders are not required to obtain a certificate of license if they do not engage in the business of selling, leasing, or otherwise transferring firearms, or if they only engage in any of the transfers described in Section 5-25 of the Act. However, if an FFL holder engages in the business of selling, leasing, or otherwise transferring firearms in any manner not described in Section 5-25, a valid certificate of license issued under the Act is required.

Section 1232.50 Inspection of Certified Licensees' Places of Business

- a) Time for Inspection
 - 1) *Certified licensees shall have their places of business available for inspection by ISP, and by law enforcement agencies authorized by ISP to accompany ISP and provide assistance, during all hours of operation involving the sale, leasing or transfer of firearms. ISP, acting on its own or with an assisting, authorized law enforcement agency, may conduct no more than one unannounced inspection per year without good cause. For purposes of this Section, "good cause" includes such instances as the need for follow-up when a remediation plan has been entered or as part of an ISP investigation based on concerns that the Act or this Part is being violated. (Section 5-35 of the Act)*
 - 2) Any CL that is not open to the public, does not keep regular business hours, or operates by appointment only shall advise ISP, in writing, of that fact and of a means for ISP to contact that CL to establish a reasonable time for inspection when needed.
 - 3) Nothing in this subsection (a) shall be construed to interfere with any federal agency or any federal agency inspection or investigation.
- b) *During an inspection, certified licensees shall make the following accessible for inspection, upon the request of ISP or an authorized assisting law enforcement agency accompanying ISP:*
 - 1) *all records and documents related to the sale, lease, transfer, and/or destruction of firearms (Section 5-35 of the Act); and*
 - 2) *all firearms.*

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

- c) Failure to fully cooperate with an inspection could result in the imposition of discipline and/or a fine in accordance with the Act.

Section 1232.60 Security System

On or before January 2, 2021, a certified licensee operating a retail location shall be required to operate and maintain in good working order a video security system with video surveillance of critical areas of the business premises, including, but not limited to, all places where inventory is stored, handled, sold or transferred, and each entrance and exit. The video security system must not include video surveillance of the bathroom of a retail location and may not monitor inside the bathroom. (Section 5-35 of the Act)

Section 1232.70 Alarm Monitoring System

- a) *Beginning January 2, 2020, a certified licensee maintaining firearms for sale, lease or transfer must be connected to an alarm monitoring system or service that will notify the licensee and/or the local law enforcement agency having primary jurisdiction for the licensee's retail location of an unauthorized intrusion into the premises of the certified licensee where firearms in inventory are maintained. (Section 5-50(c) of the Act)*
- b) Each alarm monitoring system or service shall meet the following minimum requirements:
- 1) Coverage of critical areas of the retail location, including, but not limited to, all entrances, exits, exterior windows, roof hatches, skylights, and window or wall mounted air conditioning units where firearms are sold, leased, transferred or stored. When a retail location exists in a residence or other area of a residential property, an alarm monitoring system or service must cover the critical areas of the retail location, open to the public, where firearms are sold, leased, or transferred and any other area where inventory is stored.
 - 2) Monitoring of interior motion detection, glass breakage detection, and/or any failure in the alarm system.
 - 3) A notification system that will provide an alert to the certified licensee, by telephone, email or text message or a combination thereof, within five

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

minutes after any interior motion detection, glass breakage, or system failure.

- 4) The ability to remain operational during a power outage if all access doors are solely controlled by an electronic access panel so that locks are not released during a power outage.
- c) The system shall be:
- 1) tested on a regular basis, but in no event less than once quarterly, to ensure it is functioning properly; and
 - 2) demonstratively operational and functioning upon inspection by ISP or by any authorized assisting law enforcement agency.

Section 1232.80 Safe Storage By Certified Licensees

- a) *Certified licensees maintaining a retail location shall develop a written plan that addresses the safe storage of firearms using secured gun storage or safety devices and the safe storage of firearms ammunition. Safe storage plans shall address the following areas:*
- 1) Storage of firearms and ammunition during retail hours and after closing;
 - 2) Access to firearms and ammunition during retail hours (business practices);
 - 3) Procedures for removing or replacing firearms to show to customers;
 - 4) Loss or theft reporting;
 - 5) Description of anti-theft measures and practices;
 - 6) Disaster plan;
 - 7) Structural Security;
 - 8) Employee Screening; and

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

- 9) Employee training and education regarding certified licensee's policy and procedures and loss prevention measures.
- b) *Safe storage plans shall be submitted to ISP for approval* in an electronic format that will be provided by ISP. (Section 5-55 of the Act) Safe storage plans will require a written description of methods for complying with all areas listed in subsection (a). The safe storage plan shall also address the following practices:
- 1) Use of safety devices reasonably designed to prevent diversion, theft or loss;
 - 2) Keep all locks and security equipment in good working order;
 - 3) Ensure that keys remain in a location that is not accessible to persons other than specifically authorized personnel;
 - 4) Maintain a roster of personnel possessing and/or using keys for secure storage areas and/or safety devices. The roster should, at a minimum, document the date and time (duration) the keys were in the employee's possession and the specific secure storage areas or safety devices accessible to personnel in possession of those keys.
 - 5) Prohibit other security measures, such as combination numbers, codes, passwords or electronic or biometric security systems, from being accessible to persons other than specifically authorized personnel;
 - 6) Keep the retail location securely locked and protected from unauthorized entry at all times when closed for business or unoccupied by authorized personnel;
 - 7) Keep firearm ammunition stored out of the reach of customers unless the ammunition is being displayed in sealed cases or a quantity that could not be concealed on the person of an individual. Storage that is out of the reach of customers may include, but is not limited to, shelving that is arranged behind an enclosed counter area, or a safe, case, lock box or other receptacle that is not immediately accessible to unauthorized personnel. Firearm ammunition in smaller quantities that could be concealed on the person of an individual may be stored within the reach of

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

customers if the firearm ammunition is equipped with a safety device designed to prevent theft.

- 8) Ensure inventory records are protected by securing the records after business hours in a locked location. Only authorized or law enforcement personnel shall be permitted to view or handle the inventory records;
 - 9) Complete an internal audit of inventory (as defined in Section 1232.10) on a regular basis, but in no event less frequently than twice per calendar year. Internal audits shall be memorialized in writing, and the person or persons who conducted the internal audit shall be identified in the memorialized document. The document shall be made available to ISP upon request;
 - 10) Keep current and accurate inventory acquisition and disposition records. These records shall be made available to ISP upon request;
 - 11) Maintain a plan that adequately ensures the timely securing of inventory and firearm ammunition in the event of a disaster. The plan shall be made available to ISP upon request; and
 - 12) Ensure employees with access to inventory and/or firearm ammunition, or who otherwise handle inventory and/or firearm ammunition, are not prohibited from possessing firearms under State or federal law.
- d) If a loss, theft or diversion of inventory has occurred from a retail location, the certified licensee shall notify ATF and the local law enforcement agency having primary jurisdiction for the licensee's retail location within 48 hours after the loss or theft is discovered, pursuant to the notification requirements of 18 USC 923(g)(6). The certified licensee shall provide a copy of any such notification to ISP. If any firearms previously reported as lost or stolen are subsequently recovered by the CL, the CL shall notify ATF and the appropriate local law enforcement agency of the recovery.

Section 1232.90 Training; Statewide Compliance Standards

- a) The annual training shall consist of, at minimum, a review of materials made available to certified licensees on ISP's website or through other publicly

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

available means, or any other curriculum approved by ISP. Those materials will be made available on ISP's website or through other publicly available means.

- b) A certified licensee shall:
- 1) Ensure the CL and all employees who sell, facilitate leases, or otherwise transfer firearms attend the training required by Section 5-30 of the Act. The required training shall be completed before certification by ISP and yearly thereafter.
 - 2) Ensure training required by Section 5-30 of the Act is completed by all newly hired employees who will be selling, facilitating leases, or otherwise transferring firearms prior to the new employee participating in the sale, lease or transfer of any firearms or ammunition.
 - 3) Verify completion of the required annual training by the CL and all applicable employees by submitting an affidavit to ISP indicating the CL and all applicable employees have completed the training required by Section 5-30 of the Act. A copy of the affidavit will be available through ISP's website. The affidavit shall be submitted with each application for certification or renewal.

Section 1232.100 Electronic-based Recordkeeping

- a) *On or before January 2, 2020, each certified licensee operating a retail location shall implement a searchable electronic record system to track its changing inventory by updating the date a firearm was received or sold, the name and address or the name and FOID card number of the person from whom the firearm was received or sold, the name of the manufacturer and importer (if known), make, model, caliber or gauge, and serial number of each firearm that it receives or sells. (Section 5-65 of the Act)*
- b) The electronic record system must permit inventory queries by firearm serial number, acquisition date of the firearm, name of the manufacturer or importer, name of the purchaser, address of the purchaser or other transferee, and ATF Form 4473 transferor's transaction serial number. Use of commonly recognized trade names or abbreviations are acceptable when denoting manufacturer or importer.

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

- c) The electronic record system must denote original entries and must track or include notations of any edits, corrections, amendments or current transactions.
- d) The electronic record system must be able to present the necessary information in any column format and may include a notes column to track any edits, corrections, amendments, or other relevant information related to a transaction. If a spreadsheet program (e.g., Excel) is being utilized, the system must be able to track any edits, corrections, amendments, or other relevant information in a "notes" column that explains any changes that were made to the original entries.
- e) The electronic record system must be backed up to a physical storage device separate from the primary system (e.g., hard drive, Compact Disc (CD), Digital Versatile Disc (DVD), or Universal Serial Bus (USB) Flash Drive) at the licensee's business premises.
- f) The electronic record system may be stored on a computer server or physical storage device owned and operated by the licensee, or contracted/leased by the licensee through a host facility such as a remote server or cloud storage provider. The electronic record system must be readily accessible through a computer server or device owned and operated by the licensee at the licensed premises during regular business hours. If a host facility is used, that facility must have a business premises within the United States and its territories and be subject to U.S. legal process.
- g) The electronic record system must have the capacity to provide records in print or by another portable medium (e.g., hard drive, CD, DVD, or USB Flash Drive), or may be transmitted to ISP by electronic means such as an attachment to email:
 - 1) at least semiannually;
 - 2) upon request by ISP when required by law;
 - 3) when the system memory is purged;
 - 4) when the license is terminated; and
 - 5) sequentially by date of acquisition for all inventory and indicating the date of all sales of inventory conducted during the period covered.

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

- h) The electronic record system must be able to record both the manufacturer and the importer for foreign-made firearms.
- i) Each licensee operating as a licensed dealer must maintain its firearms acquisition and disposition records in a manner that allows those records to be separated and partitioned from other business related records.
- j) The electronic record system must be self-contained, without reliance upon invoices or other paper/manual systems to provide any of the above information.
- k) *Retail sales and purchases shall be recorded within 24 hours after the transaction. Shipments of firearms from manufacturers or wholesalers shall be recorded upon the earlier of five business days or within 24 hours after the shipment is unpacked and the firearm placed in inventory. (Section 5-65 of the Act)*
- l) *A certified licensee shall make a legible copy of a buyer's or transferee's valid photo identification card whenever a firearm sale transaction takes place. The photocopy shall be attached to the documentation detailing the record of sale. (Section 5-20(a) of the Act)*
- m) *Each certified licensee shall maintain these records for a period of no less than the time period under 27 CFR 478.129 or any subsequent law that regulates the retention of records. (Section 5-65 of the Act)*
- n) Alternate Method of Record Keeping
 - 1) Certified licensees may seek ISP approval to use an alternate, non-electronic method or procedure to record the acquisition and disposition of firearms when it is shown by the licensee that the alternate records will accurately and readily disclose the information required to be maintained. The alternate records must be legible even if scanned and must be easily uploaded to a PDF format. The amount of transactions recorded must assure that review of the alternate records will not impose an undue burden on ISP.
 - 2) The Director may approve an alternate method or procedure when he or she finds that:

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

- A) good cause is shown for the use of the alternate method or procedure;
 - B) the alternate method or procedure comports with the purpose and is consistent with the effect intended by the specifically prescribed method or procedure, and that the alternate method or procedure is substantially equivalent to that specifically prescribed method or procedure; and
 - C) the alternate method or procedure will not be contrary to any provision of law and will not result in an increase in cost to the State or hinder the effective administration of the Act.
- o) Any electronic or alternate record keeping system compliant with ATF regulations that accurately records the information required to be maintained by this Section is sufficient for satisfying the requirements of Section 5-65 of the Act.

Section 1232.110 Fees and Fines

- a) An applicant for license certification shall submit the following certification fee, submitted in the form of a certified check or money order payable to "Illinois State Police", or by such other means as approved by ISP. Checks or money orders shall be delivered to ISP as provided in Section 1232.180, upon notification from ISP that the application has been approved. The notification will advise the applicant of the applicable certification fee due.
 - 1) The *certification fee* for an FFL held by a person *operating without a retail location*, as defined by Section 5-5 of the Act, shall be \$300 for each application submitted.
 - 2) The *certification fee* for an FFL held by a person *operating with a retail location* shall be \$1,200 for each application submitted. (Section 5-70 of the Act)
 - 3) The renewal fee for an FFL shall be \$100 for a certified licensee operating without a retail location and \$400 for a CL operating with a retail location.

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

- 4) For new CL applicants who are current FFL holders as of January 18, 2019, the certification fee shall be prorated on a monthly basis from the date of the initial FFL application and shall be effective for the duration of the current FFL in the applicant's possession. The prorated certification fee shall be based on the number of months remaining on the applicant's current valid FFL.
 - 5) For CLs who submitted a full certification fee prior to the effective date of this Part, and who are eligible for proration of the certification fee under subsection (a)(4), ISP will credit any overpayment towards the cost of the CL's next renewal or, upon written request by the CL to ISP, will issue a refund of any overpayment.
- b) *ISP may not charge a certified licensee, operating under the same or different business name in this State, fees exceeding \$40,000 for the certification of multiple licenses. (Section 5-70 of the Act)*
 - c) *ISP may impose a fine not to exceed \$10,000 for each violation of the Act (see Sections 5-15 and 5-85 of the Act and Section 1232.150). (Section 5-85 of the Act)*
 - d) *All civil penalties or fines imposed under the Act shall be paid within 90 days after the effective date of the final order issued imposing the fine. (Section 5-15(g) of the Act) All civil penalties or fines shall be paid by certified check or money order payable to the "Illinois State Police" or by such other means as approved by ISP. Checks or money orders shall be delivered to ISP as provided in Section 1232.180.*

Section 1232.120 Term of License

- a) *Each certification shall be valid for the term of the FFL being certified. An FFL holder shall certify each new or renewed FFL. However, ISP is not required to renew a certification if a prior certification has been revoked or suspended. (Section 5-75 of the Act)*
- b) If a certified licensee submits an application for certification of a renewed FFL prior to the expiration of the current FFL, the current certification shall remain valid while the application is pending.

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

Section 1232.130 Retention of Records

- a) *Each certified licensee shall keep, either in electronic form or hard copy, all acquisition and disposition records for a period of time no less than the time required under 27 CFR 478.129 or any subsequent law that regulates the retention of records. Electronic-based recordkeeping will be required for certified licensees operating a retail location on or after January 2, 2020, pursuant to Section 5-65 of the Act.*
- b) *All video surveillance records, along with sound recordings (if any) obtained from them, shall be retained by the certified licensee for a minimum of 90 days and in accordance with Section 1232.60. (Section 5-80 of the Act)*

Section 1232.140 Return of Suspended or Revoked Certificate of License

- a) *Upon the suspension or revocation of a certification of license, the certified licensee shall surrender the certificate to ISP in accordance with Section 1232.180. Upon failure to do so, ISP will seize the certificate.*
- b) *When the certification is suspended, the certified licensee shall not operate as a CL during the period in which the certificate is suspended and, if operating during that period, shall be operating in violation of Section 5-15(a) of the Act. (Section 5-100(e) of the Act)*

Section 1232.150 Disciplinary Sanctions; Restoration

- a) *For violations of the Act not penalized under Section 5-15 of the Act, ISP may refuse to renew or restore, or may reprimand, place on probation, suspend, revoke, or take other disciplinary or nondisciplinary action against any certified licensee, and may impose a fine commensurate with the severity of the violation not to exceed \$10,000 for each violation. (Section 5-85(a) of the Act) Any disciplinary action taken under this Section will be made public on the ISP website.*
- b) *Violations that, after investigation, are demonstrated to be the result of errors in record keeping, other required inventory tracking mechanisms, or other ministerial errors that do not constitute deliberate misfeasance, malfeasance, criminal intent, or negligence may be addressed through nondisciplinary action,*

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

including, but not limited to, a written warning, remediation plan, or additional training requirements.

- c) The following factors shall be weighed by the Director or hearing officer appointed by the Director when determining the severity of a violation that requires disciplinary action:
- 1) Whether the violation constitutes a criminal offense under the Criminal Code of 2012 [720 ILCS 5] or any federal law and, if so, whether the violation would be considered a petty or business offense, misdemeanor, or felony under Illinois law;
 - 2) Whether the certified licensee cooperated with ISP in its investigation;
 - 3) Whether the CL refused to cooperate with ISP in its investigation, including, but not limited to, providing false or misleading information;
 - 4) Whether the violation is the first violation or a subsequent violation of the Act;
 - 5) Whether the CL has received prior discipline for the violation in question (i.e., 1st violation, 2nd or subsequent violation);
 - 6) The number of violations committed by the CL;
 - 7) Whether the violation involves fraudulent activity, deception or misrepresentation;
 - 8) Whether the violation directly resulted in the death or injury to any person or damage to any property; and
 - 9) Whether the violation constitutes a petty, minor, or major violation as those terms are defined in subsections (c), (d) and (e).
- d) Petty violations of the Act may be subject to a written reprimand, a specified term of probation or suspension not to exceed 6 months for a 1st violation or one year for a 2nd violation, or a civil penalty or fine not to exceed \$200 for a 1st violation and \$500 for a 2nd or subsequent violation. For purposes of this Section, "petty violation" means any violation of the Act listed in Section 5-85 of the Act that is

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

not a criminal offense, or that would constitute a petty or business offense or a Class B or C misdemeanor, under the Criminal Code of 2012.

- e) Minor violations of the Act may be subject to probation or suspension not to exceed one year for a 1st violation or 18 months for a 2nd or subsequent violation, or a civil penalty or a fine not to exceed \$2,500 for a 1st violation and \$5,000 for a 2nd or subsequent violation. For the purposes of this Section, "minor violation" means:
- 1) any violation of Section 5-15 of the Act that would constitute a Class A misdemeanor; and
 - 2) a violation of Section 5-85 of the Act:
 - A) (a)(1), (a)(3), (a)(5) or (a)(8), if the violation would constitute a Class A misdemeanor;
 - B) (a)(2), if due to negligence or carelessness;
 - C) (a)(6)(A), if a misdemeanor;
 - D) (a)(7), if the person did not have knowledge the firearms were sold or transferred illegally, but should have known; and
 - E) (a)(9).
- f) Major violations of the Act shall be subject to suspension for a period of time deemed appropriate by the Director, or to revocation, based on the facts and circumstances of the violation, and may include a civil penalty or fine not to exceed \$5,000 for a 1st violation and \$10,000 for a 2nd or subsequent violation. For the purposes of this Section, "major violation" means:
- 1) any violation of Section 5-15 of the Act that would constitute a Class 4 felony; and
 - 2) a violation of Section 5-85 of the Act:
 - A) (a)(1), (a)(3), (a)(5), (a)(6)(A), or (a)(8), if the violation would constitute a felony;

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

- B) (a)(2), if due to intentional or willful and wanton behavior;
 - C) (a)(7), if the person had knowledge the firearms were sold or transferred illegally;
 - D) (a)(10); and
 - E) (a)(11).
- g) All penalties, including *civil penalties* or fines, shall only be assessed by ISP after a hearing is held in accordance with Sections 5-95 and 5-100 of the Act. (Section 5-15(e) of the Act)
- h) *All civil penalties or fines imposed under the Act shall be paid within 90 days after the effective date of the final order imposing the fine. The order shall constitute a judgment and may be filed and executed in the same manner as any judgment from any court of record.* (Sections 5-15(g) and 85(b) of the Act) All civil penalties or fines shall be paid via certified check or money order payable to the "Illinois State Police" or by such other means as approved by ISP. Checks or money orders shall be delivered to ISP as provided in Section 1232.180.
- i) *Any certificate of license obtained under the Act by material misstatement or fraudulent misrepresentation shall be automatically revoked.*
- j) *At any time after the successful completion of a term of probation, suspension or revocation of a certificate of license, ISP may restore the license to the certified licensee, unless, after an investigation and a hearing, the Director determines that restoration is not in the public interest.* (Section 5-105 of the Act)

Section 1232.160 Complaints; Investigations; Hearings

- a) Notice of Intent to Deny
 - 1) A refusal to issue a certificate of license shall be initiated by the filing of a Notice of Intent to Deny and issuance of a written Notice of Hearing. A Notice of Intent to Deny shall clearly state the facts that inform the applicant of the particular acts or circumstances complained of by ISP and

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

the statutes or rules upon which the allegations in the Notice of Intent to Deny are based.

- 2) A Notice of Intent to Deny and Notice of Hearing shall be served upon the applicant, by certified mail to the applicant's address of record, at least 30 days prior to the date set for hearing. The Notices shall advise the applicant of the following:
 - A) a written answer to the charges must be filed under oath within 20 days after service;
 - B) failure to answer will result in a default being entered against the applicant; and
 - C) the time and place for the hearing on the charges.
- 3) Answers to the Notice of Intent to Deny shall be filed with ISP in the form and manner as provided for in Sections 1232.180, 1232.190 and 1232.200.

b) Complaint for Discipline

- 1) An action for discipline shall be initiated by ISP filing a written Complaint and issuance of a written Notice of Hearing. The Complaint shall clearly state the charges made and facts that inform the certified licensee of rules upon which the allegations in the Complaint and Notice are based.
- 2) A copy of the Complaint and Notice shall be served upon the CL, by certified mail to the CL's address of record, at least 30 days prior to the date set for hearing and shall advise the CL of the following:
 - A) a written answer to the charges must be filed under oath within 20 days after service;
 - B) failure to answer will result in a default being entered against the CL; and
 - C) the time and place for the hearing on the charges.

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

- 3) Answers to the Complaint and Notice shall be filed with ISP as provided for in Sections 1232.180, 1232.190 and 1232.200.
- c) Investigations
- 1) *ISP may, as necessary, coordinate efforts with relevant local, State and federal law enforcement agencies to enforce the Act. (Section 5-120 of the Act)*
 - 2) Investigations may be prompted by citizen complaints made directly to ISP through ISP's website in a form and manner prescribed by ISP as directed on its website or forwarded to ISP by other law enforcement entities.
 - 3) Authority to Continue Operations
 - A) *Certified Licensees. A certified licensee may continue to operate during the course of an investigation or hearing unless the Director finds that the public interest, safety, or welfare requires emergency action. (Section 5-100(d) of the Act)*
 - B) *Certification Applicants. An applicant who is served with a Notice of Intent to Deny, due to a determination by ISP that the applicant does not possess a currently valid FFL, shall be prohibited from operating during the course of the investigation or hearing, or unless and until ISP determines that the applicant possesses a currently valid FFL.*
 - 4) Each certified licensee shall respond immediately to, and in no event later than 24 hours after the receipt of, a request by ISP for information contained in the records required to be kept by the Act as may be required for determining the disposition of one or more firearms in the course of a criminal investigation. The requested information shall be provided orally or in writing as ISP may require.
- d) Issuance of Subpoenas

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

- 1) Upon application to a hearing officer appointed by the Director, the hearing officer *may* issue a *subpoena* requiring *any person or entity* to attend a hearing to *give written or oral testimony*. The subpoena *may include* an order to *produce books, papers, electronic records, or any other documents* or tangible things designated in those materials that *ISP deems directly relevant or material to an investigation or hearing* and reasonably necessary to resolve the matter under consideration, *subject to the same fees and in the same manner prescribed in civil cases in the courts of this State*.
 - 2) Every subpoena shall state the title of the action and shall command each person to whom it is directed to attend and give testimony or produce documents, records or tangible things at the time and place specified in the subpoena. Notice of the request for subpoena shall be served on all parties.
 - 3) *The certified licensee may file an emergency motion with the Director or a hearing officer authorized by ISP to quash a subpoena issued by ISP.*
 - 4) *The Hearing Officer or the Director, upon timely made written motion, and, in any event, at or before the time specified in the subpoena for compliance, may quash or modify the subpoena if it is unreasonable and oppressive. (Section 5-45 of the Act)*
 - 5) Any application for subpoena must be submitted to the Hearing Office at least 10 days before the hearing.
- e) Hearings
- 1) The hearing officer for contested hearings shall be an attorney licensed to practice law in Illinois appointed by the Director. The hearing officer may be disqualified for bias or conflict of interest.
 - 2) The procedures for the hearing shall be as described in Article 10 of the Illinois Administrative Procedure Act [5 ILCS 100], unless other procedures are specifically described in this Section or as ordered by the hearing officer.

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

- 3) A hearing may be postponed or continued for due cause by the hearing officer upon his or her own motion or upon motion of a party to the hearing. Notice of any postponement or continuance shall be given in writing to all parties to the hearing within a reasonable time in advance of the previously scheduled hearing date, when feasible. All parties involved in a hearing shall attempt to avoid undue delay caused by repetitive postponements or continuances so that the subject matter of the hearing may be resolved expeditiously.
- 4) Failure of a CL to appear on the date set for hearing, or failure to proceed as ordered by the hearing officer, shall constitute a default. The hearing officer shall thereupon enter such Findings, Conclusions of Law, and Recommendations as is appropriate under the pleadings and the evidence received into the record.
- 5) The hearing officer's Findings, Conclusions of Law, and Recommendations shall be in writing and shall include Findings of Fact and Conclusions of Law, and Recommendations or Opinions separately stated when possible. Findings of Fact shall be based exclusively on the evidence presented at the hearing or known to all parties, including matters officially noticed. Findings of Fact shall be accompanied by a statement of the underlying supporting facts. If a party submits proposed Findings of Fact that may control the decision or order, the decision or order shall include a ruling upon each proposed finding. Each Conclusion of Law shall be supported by authority or reasoned opinion. A hearing officer's Recommendation shall not be made except upon consideration of the record as a whole or such portion of the record as may be supported by competent material and substantial evidence.
- 6) The hearing officer shall submit his or her Findings, Conclusions of Law, and Recommendations to the Director within 45 days after the conclusion of the hearing.
- 7) All hearings shall be conducted at a location determined by the Director.

Section 1232.170 Order of the Director

- a) The Director shall review the hearing officer's Findings, Conclusions of Law, and Recommendations and shall issue an order either adopting or declining to adopt

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

the hearing officer's Findings of Fact, Conclusions of Law, and Recommendations, in whole or in part, within a reasonable time, not to exceed 60 days. *The order shall also contain a finding of whether the accused licensee violated the Act or failed to comply with the conditions required in the Act.* (Section 5-100(a) of the Act)

- b) The decision in the case will become effective immediately upon the execution of a written order, or as otherwise specified by either the order or applicable statute. The order is final and subject to judicial review under Section 5-10 of the Act.
- c) A certified licensee shall be immediately notified of the order, either personally or by certified mail, addressed to the last known address of the CL. A copy of the order shall be delivered or mailed to the CL or to his or her attorney of record.

Section 1232.180 Filing

- a) Documents and motions permitted or required to be filed with ISP in connection with a hearing or response to a subpoena issued by ISP shall be addressed to and mailed to, or filed in person with, the Illinois State Police, 801 South Seventh Street, Springfield IL 62703, in duplicate or as otherwise directed by a hearing officer if one has been appointed by the Director. The offices of ISP are open for filing from 8:30 a.m. to 5:00 p.m., Monday through Friday, except on National and State legal holidays.
- b) By agreement of the parties or by order of the hearing officer, filing of these documents may also be accomplished by email to ISP and opposing party (or opposing party's counsel). Any filings by email must be in PDF format and received by the recipient no later than 5:00 p.m. on the date filing is due.

Section 1232.190 Form of Documents

All documents filed with ISP must meet the following requirements:

- a) Documents shall clearly show the file Hearing Number and the title of the proceedings in connection with which they are filed.
- b) Except as otherwise provided, 2 copies of all documents, including notices, motions, and petitions, shall be filed with ISP.

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

- c) Except as otherwise provided, documents shall be typewritten or reproduced from typewritten copy on letter or legal size white paper.
- d) One copy of each document filed shall be signed by the certified licensee or by his or her authorized representative or attorney.

Section 1232.200 Motion and Answer

- a) Any CL receiving a Complaint or Notice of Intent to Deny shall file an answer within 20 calendar days after service and not later than 10 calendar days prior to the date of hearing. All answers or motions preliminary to a hearing shall be presented to ISP and to the hearing officer at least 10 calendar days prior to the date of hearing, or on such other date as the hearing officer shall designate, and shall be served personally or by certified mail.
- b) Unless made orally on the record during a hearing, or unless the hearing officer directs otherwise, an answer or motion shall be in writing and shall be accompanied by any other evidence relied upon and, as appropriate, by a proposed order. At least 2 copies of all such motions shall be filed with ISP (one for the ISP attorney and one for the hearing officer) and at least one copy served on each additional party, if any, to the hearing.
- c) Every answer shall contain an explicit admission or denial of each allegation of the Complaint, Notice of Intent to Deny, or motion to which it relates. Every allegation not explicitly denied shall be deemed admitted unless the party states in his or her answer that he or she has no knowledge of the allegation sufficient to form a belief, and attaches an affidavit of the truth of the statement of want of knowledge, or unless the party has had no opportunity to deny. Denials must not be evasive, but must fairly answer the substance of the allegation denied.
- d) Within 10 calendar days after service of a written motion, or such other period as the hearing officer may prescribe, a party may file a response in support of or in opposition to the motion, accompanied by affidavits or other evidence. If no response is filed, the parties shall be deemed to have waived objection to the granting of the motion. The moving party shall have no right to reply, except as permitted by the hearing officer.

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

- e) No oral argument will be heard on a motion unless the hearing officer directs otherwise. A written brief may be filed with a motion or a response to a motion, stating the arguments and authorities relied upon.
- f) The hearing officer shall rule upon all motions, except that he or she shall have no authority to dismiss or decide a hearing on the merits without granting all parties to the proceeding a right to be heard and to establish a record.
- g) A party may participate in the proceedings without forfeiting any jurisdictional objection, if that objection is raised at or before the time the party files his or her answer or motion, or, if no answer or motion is made, before the commencement of the hearing.

Section 1232.210 Rehearings

- a) Except as otherwise provided by law, and for good cause shown, the Director may, in his or her discretion, order a rehearing on written motion of the certified licensee. The motion shall specify the particular grounds for rehearing.
- b) When the record of testimony made at the hearing is found by the Director to be inadequate for purposes of judicial review, the Director may order a reopening of the hearing.
- c) A motion for a rehearing or a motion for the reopening of a hearing shall be filed within 20 calendar days after service of the Director's order. ISP may respond to the motion for rehearing if it is determined that a response is necessary to address issues raised in the rehearing motion. ISP's response shall be filed within 20 calendar days after its service on ISP. A rehearing shall be noticed and conducted in the same manner as an original hearing. The evidence received at the rehearing shall be included in the record for the director's reconsideration and for judicial review. A decision or order may be amended or vacated after rehearing.

Section 1232.220 Administrative Review

- a) *All final administrative decisions of ISP shall be subject to judicial review under the Administrative Review Law [735 ILCS 5/Art. III]. (Section 5-110 of the Act)* The term "administrative decision" is defined in Section 3-101 of the Administrative Review Law.

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

- b) If any final ISP action is appealed in circuit court pursuant to this Section, the record on review shall include the following:
- 1) The application and any other related documents submitted;
 - 2) Any written documentation considered by ISP in making its final decision with respect to the application;
 - 3) Any written correspondence between ISP and the person or entity submitting the application, provided that the correspondence played a material role in the final decision rendered by ISP, made a material argument to ISP with respect to the application or petition, or would be helpful to the circuit court in reviewing the matter because the correspondence provides helpful procedural background; and
 - 4) The transcript of any administrative hearing and any documents or other evidence submitted at the hearing.

Section 1232.230 Mandatory Signage

Sections 5-20 and 5-50 of the Act specify warning language that must be posted.

- a) Signage shall be posted as required under Sections 5-20 and 5-50 of the Act.
- b) Templates for signs required pursuant to Sections 5-20 and 5-50 of the Act are provided in Appendix A and are available on ISP's website.
- c) If a larger sign is warranted, ISP's image must be incorporated into the sign, and the required warning language must still be in block letters not less than one inch in height.
- d) The required signs shall be clearly and conspicuously posted, as required by Sections 5-20 and 5-50 of the Act, on the premises where the certified licensee conducts business.
 - 1) The sign required by Section 5-20 of the Act shall advise persons that it is unlawful:

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

- A) *to store or leave an unsecured firearm in a place where a child can obtain access to it;*
 - B) *to sell or transfer a firearm to someone else without receiving an approval for the transfer from ISP; and*
 - C) *to fail to report the loss or theft of a firearm to local law enforcement within 72 hours. (Section 5-20 of the Act)*
- 2) The sign required by Section 5-50 of the Act shall provide persons entering the property notice that *the premises are under video surveillance and their image may be recorded* pursuant to Section 5-50 of the Act. (Section 5-50 of the Act)

ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

Section 1232.EXHIBIT A Warning Signage

Pursuant to Sections 5-20 and 5-50 of the Act, the warning language on the signs must be in BLOCK LETTERS at least one inch in height.

The images are available on ISP's website for download. Image prints to 25" x 32".

WITH FEW EXCEPTIONS ENUMERATED IN THE FIREARM OWNERS IDENTIFICATION CARD ACT, IT IS UNLAWFUL FOR YOU TO:

- (A) STORE OR LEAVE AN UNSECURED FIREARM IN A PLACE WHERE A CHILD CAN OBTAIN ACCESS TO IT;**
- (B) SELL OR TRANSFER YOUR FIREARM TO SOMEONE ELSE WITHOUT RECEIVING APPROVAL FOR THE TRANSFER FROM THE ILLINOIS STATE POLICE; OR**
- (C) FAIL TO REPORT THE LOSS OR THEFT OF YOUR FIREARM TO LOCAL LAW ENFORCEMENT WITHIN 72 HOURS.**



ILLINOIS STATE POLICE

NOTICE OF ADOPTED RULES

Image prints to 8.5" x 14".



DEPARTMENT OF EMPLOYMENT SECURITY

NOTICE OF EMERGENCY AMENDMENT

- 1) Heading of the Part: Claims, Adjudication, Appeals and Hearings
- 2) Code Citation: 56 Ill. Adm. Code 2720
- 3) Section Number: 2720.130 Emergency Action: Amendment
- 4) Statutory Authority: Implementing and authorized by Sections 239, 409, 500, 604, 612, 700, 701, 702, 703, 705, 706, 800, 801, 803, 804, 805, 1000, 1001, 1002, 1004, 1200, 1502.4, 1700, 1701, 2300, 2301, 2302 and 2304 of the Unemployment Insurance Act [820 ILCS 405/239, 409, 500, 604, 612, 700, 701, 702, 703, 705, 706, 800, 801, 803, 804, 805, 1000, 1001, 1002, 1004, 1200, 1502.4, 1700, 1701, 2300, 2301, 2302 and 2304].
- 5) Effective Date of Emergency Rule: July 10, 2020
- 6) If this emergency rule is to expire before the end of the 150-day period, please specify the date on which it is to expire: This rule will not expire before the end of the 150 day period.
- 7) Date Filed with the Index Department: July 10, 2020
- 8) A copy of the emergency rule, including any material incorporated by reference, is on file in the Department of Employment Security's principal office and is available for public inspection.
- 9) Reason for Emergency: With the recent amendment of Section 612 of the Unemployment Insurance Act that allows certain employees of educational employers to be eligible for unemployment insurance benefits, while other employees remain under Section 612's disqualification provisions, and with the great number of first-time claims for benefits being filed by educational employees, there is need for an expeditious and efficient way of processing claims filed by educational employees who will not be subject to Section 612's disqualification while also providing an expeditious and efficient way for educational employers to protest claims filed by educational employees who remain under Section 612's disqualification provisions.
- 10) A Complete Description of the Subjects and Issues Involved: In response to the economic downturn brought about by the COVID-19 pandemic, Section 612 of the Unemployment Insurance Act was recently amended to remove the between term and

DEPARTMENT OF EMPLOYMENT SECURITY

NOTICE OF EMERGENCY AMENDMENT

within term disqualification applicable to non-professional educational employees. However, the between term and within term disqualification is still in place for professional educational employees. This amendment allows educational employers to report to the Illinois Department of Employment Security which employees are professional employees in order to expedite the processing of claims for eligible claimants for unemployment insurance benefits and to expedite the protest process with respect to claimants who are still under the disqualification provisions of Section 612 of the Act. Under this amendment to the rule, educational employers that provide the Department with the list of professional employees will have party status to protest the claims of any individuals on the list as to Section 612 of the Act.

- 11) Are there any other rulemakings pending on this Part? Yes

<u>Section Number:</u>	<u>Proposed Action:</u>	<u>Illinois Register Citation:</u>
2720.5	Amendment	44 Ill. Reg. 8601; May 29, 2020

- 12) Statement of Statewide Policy Objective: This rulemaking neither creates, nor expands, any State mandate affecting units of local government.

- 13) Information and questions regarding this emergency rule shall be directed to:

Kevin Lovellette
Chief Legal Counsel
Illinois Department of Employment Security
33 S. State St., Room 930
Chicago IL 60603

312/793-1224
Kevin.Lovellette@illinois.gov

The full text of the Emergency Amendment begins on the next page:

DEPARTMENT OF EMPLOYMENT SECURITY

NOTICE OF EMERGENCY AMENDMENT

TITLE 56: LABOR AND EMPLOYMENT
CHAPTER IV: DEPARTMENT OF EMPLOYMENT SECURITY
SUBCHAPTER a: GENERAL PROVISIONSPART 2720
CLAIMS, ADJUDICATION, APPEALS AND HEARINGS

SUBPART A: GENERAL PROVISIONS

Section

2720.1	Definitions
2720.3	"Week" In Relation To "Benefit Year"
2720.5	Service of Notices, Decisions, Orders
EMERGENCY	
2720.7	Application for Electronic Data Transmission
2720.10	Computation of Time
2720.11	Methods of Payment
2720.15	Disqualification Of Adjudicator, Referee, Or Board Of Review
2720.20	Attorney Representation of Claimants
2720.25	Form of Papers Filed
2720.30	Correction of Technical Errors
2720.35	A Claimant's "Last Known Address"

SUBPART B: APPLYING FOR UNEMPLOYMENT INSURANCE BENEFITS

Section

2720.100	Filing a Claim
2720.101	Filing, Registering and Reporting by Mail Under Special Circumstances
2720.105	Time for Filing an Initial Claim for Benefits
2720.106	Dating of Claims for Weeks of Partial Unemployment
2720.107	Employing Unit Reports for Partial Unemployment
2720.108	Alternative "Base Period"
2720.110	Required Second Visit To Local Office (Repealed)
2720.112	Telephone or Internet Certification
2720.115	Continuing Eligibility Requirements
2720.120	Time for Filing Claim Certification for Continued Benefits
2720.125	Work Search Requirements For Regular Unemployment Insurance Benefits (Repealed)
2720.126	Availability For Part Time Work Only (Repealed)

DEPARTMENT OF EMPLOYMENT SECURITY

NOTICE OF EMERGENCY AMENDMENT

- 2720.127 Director's Approval Of Training (Repealed)
2720.128 Active Search For Work: Attendance At Training Courses (Repealed)
2720.129 Regular Attendance In Approved Training (Repealed)
2720.130 Employing Unit Protest Of Benefit Payment
- EMERGENCY
- 2720.132 Required Notice by an Employer of Separation for Alleged Felony or Theft
Connected with the Work
2720.135 Adjudicator Investigation
2720.140 Adjudicator Determination
2720.145 Payment of Unemployment Insurance Benefits for Initial Claims
2720.150 Applying for Unemployment Insurance Benefits Under Extension Programs
2720.155 Non-Resident Application for Benefits
2720.160 Reconsidered Findings or Determination

SUBPART C: APPEALS TO REFEREE

- Section
- 2720.200 Filing of Appeal
2720.201 Application For Electronic Data Transmission Of Notice Of Hearing
2720.205 Notice of Hearing
2720.207 Untimely Appeals
2720.210 Preparation for the Hearing
2720.215 Format of Hearings
2720.220 Ex Parte (One Party Only) Communications
2720.225 Subpoenas
2720.227 Depositions
2720.230 Consolidation Or Severance Of Proceedings
2720.235 Withdrawal Of Appeal
2720.240 Continuances
2720.245 Conduct of Hearing
2720.250 Rules of Evidence
2720.255 Failure of Party to Appear at the Scheduled Hearing
2720.265 The Record
2720.270 Referee's Decision
2720.275 Labor Dispute Appeals
2720.277 Prehearing Conference in Labor Dispute Appeal

SUBPART D: APPEALS TO THE BOARD OF REVIEW

DEPARTMENT OF EMPLOYMENT SECURITY

NOTICE OF EMERGENCY AMENDMENT

Section

2720.300	Filing of Appeal
2720.305	Notice of Appeal
2720.310	Request for Oral Argument
2720.315	Submission of Written Argument or Request to Submit Additional Evidence
2720.320	Access To Record
2720.325	Withdrawal of Appeal
2720.330	Consolidation Or Severance Of Appeals
2720.335	Decision of the Board of Review
2720.340	Extensions Of Time In Which To Issue A Board Of Review Decision
2720.345	Issuance Of Notice Of Right To Sue

AUTHORITY: Implementing and authorized by Sections 239, 409, 500, 604, 612, 700, 701, 702, 703, 705, 706, 800, 801, 803, 804, 805, 1000, 1001, 1002, 1004, 1200, 1502.4, 1700, 1701, 2300, 2301, 2302 and 2304 of the Unemployment Insurance Act [820 ILCS 405].

SOURCE: Adopted at 8 Ill. Reg. 24957, effective January 1, 1985; amended at 10 Ill. Reg. 12620, effective July 7, 1986; amended at 11 Ill. Reg. 14338, effective August 20, 1987; amended at 11 Ill. Reg. 18671, effective October 29, 1987; amended at 12 Ill. Reg. 14660, effective September 6, 1988; emergency amendments at 13 Ill. Reg. 11890, effective July 1, 1989, for a maximum of 150 days; amended at 13 Ill. Reg. 18263, effective November 9, 1989; amended at 14 Ill. Reg. 15334, effective September 10, 1990; amended at 14 Ill. Reg. 18489, effective November 5, 1990; amended at 16 Ill. Reg. 2556, effective January 30, 1992; emergency amendment at 16 Ill. Reg. 7506, effective April 22, 1992, for a maximum of 150 days; emergency expired September 19, 1992; amended at 17 Ill. Reg. 17937, effective October 4, 1993; amended at 18 Ill. Reg. 16340, effective October 24, 1994; amended at 21 Ill. Reg. 9441, effective July 7, 1997; amended at 21 Ill. Reg. 12129, effective August 20, 1997; emergency amendment at 27 Ill. Reg. 4217, effective February 15, 2003, for a maximum of 150 days; emergency expired July 15, 2003; amended at 29 Ill. Reg. 1909, effective January 24, 2005; amended at 32 Ill. Reg. 13177, effective July 24, 2008; amended at 33 Ill. Reg. 9623, effective August 1, 2009; amended at 35 Ill. Reg. 6114, effective March 25, 2011; emergency amendment at 43 Ill. Reg. 808, effective January 1, 2019 for a maximum of 150 days; amended at 43 Ill. Reg. 1523, effective January 15, 2019; amended at 43 Ill. Reg. 6385, effective May 14, 2019; emergency amendment at 44 Ill. Reg. 9262, effective May 15, 2020, for a maximum of 150 days; emergency amendment at 44 Ill. Reg. 12656, effective July 10, 2020, for a maximum of 150 days.

SUBPART B: APPLYING FOR UNEMPLOYMENT INSURANCE BENEFITS

DEPARTMENT OF EMPLOYMENT SECURITY

NOTICE OF EMERGENCY AMENDMENT

Section 2720.130 Employing Unit Protest Of Benefit Payment
EMERGENCY

- a) A protest ("Notice Of Possible Ineligibility" or a letter in lieu of that notice) raises questions of eligibility, entitles an employing unit to receive an Adjudicator's Determination regarding questions of eligibility raised and, if timely and sufficient as set out in this Section, provides party status and appeal rights of the Determination relating to the protest.
- 1) The employing unit shall file, either by mail or by hand delivery, the protest within 10 calendar days after the date of notice shown on the Notice of Claim to Last Employing Unit and Last Employer or Other Interested Party form (see Section 2720.10 for the computation of time). The protest shall be addressed, if mailed, or hand delivered to the Director at the local office designated on the form received by the employing unit. If the employing unit mails or hand delivers the protest to an address other than the address designated on the form received by the employing unit, timeliness of the notice shall be measured from the date of receipt at the proper address instead of the postmark date or the hand delivery date, as the case may be.
 - 2) The protest should include the names, addresses and telephone numbers of persons having knowledge of the facts and circumstances supporting the allegation whom the employing unit designates for the Department to contact for further information. The protest must meet the sufficiency requirements of subsection (d).
- b) Because, during a claim series, acts or circumstances may occur that could result in ineligibility, an employing unit's protest with respect to those acts or circumstances will be deemed timely (irrespective of the 10 day time limit set forth in subsection (a)) and will, if also sufficient, provide party status; except, if the employing unit protests that, under Section 500C of the Act, the individual was not able to work, available for work or actively seeking work, then that part of the employing unit's protest will not be deemed timely and will not provide status for any week prior to the week in which it was received by the Department. Whether or not protest is deemed timely or an employing unit is provided party status, ineligibility is determined from the week in which the acts or circumstances occurred.

DEPARTMENT OF EMPLOYMENT SECURITY

NOTICE OF EMERGENCY AMENDMENT

- 1) **EXAMPLE:** The employing unit from which the individual was separated does not respond within 10 days after the date of mailing of the Notice of Claim to Last Employer, Last Employing Unit or other Interested Party. Later, during the claim series, the employing unit offers the individual suitable work that he refuses without good cause. The employing unit then protests, alleging that the individual should be ineligible under Section 603 of the Act (refusal of work). This protest shall be deemed timely beginning with the week in which the refusal of work occurred.
 - 2) **EXAMPLE:** During the third week of the claim series, the school district that employed the individual as a teacher during the last academic term offers him a contract to teach again in the next academic term. During the seventh week of the claims series, the school district protests that the individual should be ineligible under Section 612 of the Act. This protest shall be deemed timely as of the date that it is determined that the contract was offered to the individual.
 - 3) **EXAMPLE:** The individual has been receiving benefits for 14 weeks. In the 15th week, his former employer hears that the individual may have been incapacitated by an injury beginning in week 6 of the claim series. The employer protests that the individual should be ineligible for benefits under Section 500C of the Act beginning with week 6 of the claim series. While the Department will investigate this individual's eligibility for benefits beginning with week 6, the employer will only be a party to the determination of eligibility beginning with the week in which the employer notifies the Department of its allegation of possible ineligibility.
- c) When an employer alleges that an individual who was initially an unemployed individual but was later not unemployed under Section 239 of the Act because the individual returned to work for the employer and continued to claim benefits, a protest shall be considered timely if filed within 45 days after the date the Department mails the employer a Statement of Benefit Charges (BEN-118) that includes a period in which the employer alleges that the individual claimed benefits while he was employed by the employer.
- d) As long as the employing unit gives a reason or reasons for the allegation and the reason is directly related to the issue raised and is not a general conclusion of law, the allegation shall be considered sufficient. A protest under this Section is sufficient only if limited to one claimant, except as otherwise provided in

DEPARTMENT OF EMPLOYMENT SECURITY

NOTICE OF EMERGENCY AMENDMENT

subsection (d)(3), and only if it:

- 1) Alleges on the protest that the claimant is not eligible for benefits or waiting week credit by providing material reasons or facts in support of the allegation, other than a conclusion of law, which would support the claimant being held ineligible for benefits; or
 - A) EXAMPLE: Sufficient – Employing Unit's Protest Alleges:
 - i) The claimant is not able to and available for work because she is in school.
 - ii) The claimant is not able to and available for work because he has no child care during working hours.
 - iii) The claimant is not able to and available for work because he has removed himself to an area of substantially less favorable work opportunities.
 - iv) The claimant is not able to and available for work because she is seeking part-time work.
 - v) The claimant is not able to and available for work because he is in an occupation for which there is no demand in the labor market area.
 - B) EXAMPLE: Not Sufficient – Employing Unit's Protest Alleges:
 - i) The claimant is not actively seeking work (general conclusion of law).
 - ii) The claimant is not available for work (no reason given for allegation).
 - iii) The claimant is not able to and available for work because he was discharged from his last job (reason given is not related to the issue raised);
- 2) Alleges that the claimant is not eligible for benefits because, in connection

DEPARTMENT OF EMPLOYMENT SECURITY

NOTICE OF EMERGENCY AMENDMENT

with any separation or layoff, the claimant has been or will be paid vacation pay, vacation pay allowance, or pay in lieu of vacation, in which event, the employing unit must designate, on the protest, within 10 calendar days after notification of the filing of the claim, or within 10 calendar days after the date the vacation pay is paid or payable, the period to which that pay is allocated. It is not necessary that a protest be filed for each individual vacation payment. No designation is necessary for disqualification purposes for vacation payments made during an announced period of shutdown for the purpose of inventory, vacation, or both; or

- 3) Alleges that the claimant is not eligible for benefits because he is unemployed due to his involvement in a labor dispute, and the employing unit, within 5 days after the start of the period of the work stoppage due to a labor dispute, provides the Department with the name and Social Security number of each worker involved in the dispute. This list of workers shall be filed with the Department's Labor Dispute section. Upon receipt of the list, the Department will mail a Labor Dispute Questionnaire to the employing unit and the union or representative of the employees involved in the labor dispute. The employing unit, union, and/or employee representative must respond to the questionnaire within 10 days. If the questionnaire is not received within 10 days, the Department will issue a decision based on the information contained in the record at that time. The filing of the list will constitute an allegation of possible ineligibility under the labor dispute provision (Section 604 of the Act) only and shall not be construed as an allegation of possible ineligibility under any other provisions of the Act.

- e) In instances in which the Department decides that the protest has not met the sufficiency requirements of subsection (d)(1), the Department shall immediately provide the employing unit with a notice, including a description of the needed information. If the protest with all required information is refiled within 10 days after the date the Department mailed the notice to the employing unit, the protest shall be considered filed on the date the Department originally received it. In no event shall the employing unit have the right to correct an insufficient protest regarding the same claim more than once. In the event that a protest does not meet the sufficiency requirements of subsection (d)(1) after being refiled pursuant to this subsection, the Adjudicator shall determine the protest to be insufficient. A Decision that a protest is insufficient may be appealed pursuant to Section

DEPARTMENT OF EMPLOYMENT SECURITY

NOTICE OF EMERGENCY AMENDMENT

2720.200.

f) Academic Personnel

- 1) For any weeks beginning March 15, 2020 and ending January 2, 2021, an educational institution or educational service agency, collectively referred to as an "academic employer", will be considered to have filed a timely and sufficient protest and to have established employer party status as to allegations of claimants' ineligibility under Section 612 of the Act, provided the academic employer files with the Department an "Academic Personnel Reporting Form for Professional Employees – June 2020", within three weeks after receipt of the form, that alleges the individuals named on the form:
 - A) performed services for it in an instructional, research, or principal administrative capacity during the first of those academic years or terms or prior to the vacation period or holiday recess;
 - B) were employed by the academic employer as of March 1, 2020; and
 - C) have a contract or a reasonable assurance, as defined in 56 Ill. Adm. Code 2915.1, that the individuals listed on the form will perform services in the second of those academic years or terms, or at the conclusion of the vacation period or holiday recess.
- 2) The Academic Personnel Reporting Form for Professional Employees – June 2020 shall be filed by submitting it to DES.AcademicPersonnel@Illinois.gov through the Illinois File Transfer Utility Tool at <https://filet.illinois.gov/filet/pimupload.asp>. The filing of the Academic Personnel Reporting Form for Professional Employees – June 2020 will constitute the academic employer's allegation of ineligibility under the academic personnel provision (Section 612 of the Act) as to only the individuals whose information appears on the form and shall not be construed as an allegation of possible ineligibility under any other provisions of the Act.

(Source: Amended by emergency rulemaking at 44 Ill. Reg. 12656, effective July 10, 2020, for a maximum of 150 days)

DEPARTMENT OF EMPLOYMENT SECURITY

NOTICE OF EMERGENCY AMENDMENT

- 1) Heading of the Part: Administrative Hearings And Appeals
- 2) Code Citation: 56 Ill. Adm. Code 2725
- 3) Section Number: 2725.102 Emergency Action: New Section
- 4) Statutory Authority: Implementing and authorized by Sections 701, 702, 703, 706, 1404, 1405, 1501, 1501.1, 1502, 1502.1, 1508, 1508.1, 1509, 1510, 1700, 1701, 2200, 2201, 2203, 2300, 2301, 2302, 2304 and 2305 of the Unemployment Insurance Act [820 ILCS 405/701, 702, 703, 706, 1404, 1405, 1501, 1501.1, 1502, 1502.1, 1508, 1508.1, 1509, 1510, 1700, 1701, 2200, 2201, 2203, 2300, 2301, 2302, 2304, and 2305].
- 5) Effective Date of Rule: July 10, 2020
- 6) If this emergency rule is to expire before the end of the 150-day period, please specify the date on which it is to expire: This rule will not expire before the end of the 150 day period.
- 7) Date Filed with the Index Department: July 10, 2020
- 8) A copy of the emergency rule, including any material incorporated by reference, is on file in the Agency's principal office and is available for public inspection.
- 9) Reason for Emergency: Given the COVID-19 pandemic, the high volume of individuals who have filed claims for unemployment insurance benefits, and the need for nonprofit and governmental employers to file applications seeking revision of the Statements of Amount Due For Benefits Paid that the Department will soon be furnishing employers, this emergency rule will go into effect in time to provide employers who have timely filed their applications an additional 30 days to provide additional information to supplement their timely filed applications in order to deal with the large number of individuals listed on the Statement.
- 10) A Complete Description of the Subjects and Issues Involved: This rule, which is modeled on other existing rules, provides that employers who have filed timely Applications For Revision of Statements of Amount Due For Benefits Paid have an additional 30 days to provide additional information to supplement their timely filed applications. This amendment is limited in time to the effective dates of non-charging these employers for unemployment benefits paid for weeks of unemployment related to

DEPARTMENT OF EMPLOYMENT SECURITY

NOTICE OF EMERGENCY AMENDMENT

COVID-19 under Section 1502.4 of the Unemployment Insurance Act [820 ILCS 405/1502.4].

- 11) Are there any other rulemakings to this Part pending? No
- 12) Statement of Statewide Policy Objective: This rulemaking neither creates nor expands a State mandate.
- 13) Information and questions regarding this emergency rule shall be directed to:

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The full text of the Emergency Amendment begins on the next page:

DEPARTMENT OF EMPLOYMENT SECURITY

NOTICE OF EMERGENCY AMENDMENT

TITLE 56: LABOR AND EMPLOYMENT
CHAPTER IV: DEPARTMENT OF EMPLOYMENT SECURITY
SUBCHAPTER a: GENERAL PROVISIONSPART 2725
ADMINISTRATIVE HEARINGS AND APPEALS

SUBPART A: GENERAL PROVISIONS

Section	
2725.1	Definitions
2725.3	Burden Of Proof
2725.5	Designation Of Agents
2725.10	Computation of Time
2725.11	Use of Private Messenger Services
2725.15	Disqualification Of Agency Employee
2725.20	Request for Clarification
2725.25	Form of Papers Filed
2725.30	An Employer's "Last Known Address"
2725.35	Electronic Submissions
2725.40	Electronic Posting of Notices
2725.45	Signature Requirement
2725.50	Electronic Signature
2725.55	Forms

SUBPART B: FILING OF APPLICATIONS AND CLAIMS FOR RELIEF

Section	
2725.100	Application For Revision Of Statement Of Benefit Charges
<u>2725.102</u>	<u>Filing Additional Information for an Application for Revision of Statement of Amount Due for Benefits Paid During the Effective Period of Section 1502.4 of the Act</u>

EMERGENCY

2725.105	Application for Review of Rate Determination
2725.110	Protest of Determination and Assessment
2725.115	Claim For Adjustments (Credits) And Refunds
2725.120	Application For Cancellation Of Benefit Charges Due To Lack Of Notice
2725.125	Elections to Make Payments in Lieu of Contributions and Written Notices of Termination of Election by a Nonprofit Organization or Governmental Entity

DEPARTMENT OF EMPLOYMENT SECURITY

NOTICE OF EMERGENCY AMENDMENT

SUBPART C: APPEAL TO DIRECTOR'S REPRESENTATIVE

Section	
2725.200	Filing Of Appeal
2725.205	Pre-Hearing Conference
2725.210	Notice Of Hearing
2725.215	Preparation for the Hearing
2725.220	Telephone Hearings
2725.225	Ex Parte (One Party Only) Communications
2725.230	Subpoenas
2725.232	Depositions
2725.235	Consolidation Or Severance Of Proceedings
2725.237	Adding Necessary Parties
2725.240	Withdrawal Of Petition For Hearing
2725.245	Continuances
2725.250	Conduct of Hearing
2725.255	Rules of Evidence
2725.260	Oral Argument-Memoranda-Post Hearing Documents
2725.265	The Record
2725.270	Recommended Decision
2725.275	Objections to Recommended Decision
2725.280	Decision Of Director

AUTHORITY: Implementing and authorized by Sections 701, 702, 703, 706, 1404, 1405, 1501, 1501.1, 1502, 1502.1, 1502.4, 1508, 1508.1, 1509, 1510, 1700, 1701, 2200, 2201, 2203, 2300, 2301, 2302, 2304 and 2305 of the Unemployment Insurance Act [820 ILCS 405].

SOURCE: Adopted at 11 Ill. Reg. 11065, effective July 1, 1987; amended at 12 Ill. Reg. 14653, effective September 6, 1988; amended at 12 Ill. Reg. 16060, effective September 23, 1988; emergency amendments at 13 Ill. Reg. 11872, effective July 1, 1989, for a maximum of 150 days; amended at 13 Ill. Reg. 17383, effective October 30, 1989; amended at 14 Ill. Reg. 5126, effective March 22, 1990; amended at 16 Ill. Reg. 113, effective December 23, 1991; amended at 16 Ill. Reg. 2122, effective January 27, 1992; emergency amendment at 16 Ill. Reg. 7502, effective April 22, 1992, for a maximum of 150 days; emergency expired on September 19, 1992; amended at 20 Ill. Reg. 6378, effective April 29, 1996; amended at 33 Ill. Reg. 9641, effective July 1, 2009; amended at 35 Ill. Reg. 6129, effective March 25, 2011; amended at 43 Ill. Reg. 1537, effective January 15, 2019; amended at 43 Ill. Reg. 6434, effective May 14, 2019;

DEPARTMENT OF EMPLOYMENT SECURITY

NOTICE OF EMERGENCY AMENDMENT

emergency amendment at 44 Ill. Reg. 12666, effective July 10, 2020, for a maximum of 150 days.

SUBPART B: FILING OF APPLICATIONS AND CLAIMS FOR RELIEF

Section 2725.102 Filing Additional Information for an Application for Revision of Statement of Amount Due for Benefits Paid During the Effective Period of Section 1502.4 of the Act
EMERGENCY

- a) Subject to subsection (b), if an Application for Revision of the Statement of Amount Due for Benefits Paid has been timely filed, an employer may file, within 30 days after the period for filing an application has ended, additional information to be considered as part of its application.
- b) Subsection (a) shall be applicable to benefits paid for the weeks of March 15, 2020 through January 2, 2021 (the period that the non-charging provisions of Section 1502.4 of the Act is in effect), and shall not extend beyond the calendar quarter that follows the calendar quarter that contains the last week of non-charging under Section 1502.4 of the Act.

EXAMPLE: Employer A is a liable nonprofit organization that has elected to make payments in lieu of contributions. Claimant Z worked for Employer A, but due to COVID-19 became unemployed and received unemployment insurance benefits through the week ending January 2, 2021. Without an amendment extending the effective period established in Section 1502.4 of the Act, the week ending January 2, 2021 is the last week that the non-charging provisions of Section 1502.4 of the Act are in effect. The week ending January 2, 2021 falls within the first calendar quarter of calendar year 2021. Accordingly, the last Statement of Amount Due for Benefits Paid for which Employer A may file a timely application for revision, and thereafter have an additional 30 days to file additional information, is the statement issued for the second calendar quarter of calendar year 2021.

(Source: Added by emergency rulemaking at 44 Ill. Reg. 12666, effective July 10, 2020, for a maximum of 150 days)

DEPARTMENT OF EMPLOYMENT SECURITY

NOTICE OF EMERGENCY AMENDMENT

- 1) Heading of the Part: Academic Personnel
- 2) Code Citation: 56 Ill. Adm. Code 2915
- 3) Section Number: 2915.2 Emergency Action:
New Section
- 4) Statutory Authority: Implementing and authorized by Sections 211.1, 211.2, 612, 1700 and 1701 of the Unemployment Insurance Act [820 ILCS 405].
- 5) Effective Date of Rule: July 10, 2020
- 6) If this emergency rule is to expire before the end of the 150-day period, please specify the date on which it is to expire: This rule will not expire before the end of the 150 day period.
- 7) Date Filed with the Index Department: July 10, 2020
- 8) A copy of the emergency rule, including any material incorporated by reference, is on file in the Agency's principal office and is available for public inspection.
- 9) Reason for Emergency: Given the great disruption to the economy resulting from the COVID-19 pandemic, and under guidance from the federal government, Section 612 of the Unemployment Insurance Act was recently amended to temporarily relieve employees of academic employers who perform services in other than instructional, research or principal administrative capacities from the disqualification provisions of Section 612. However, the disqualification provisions of Section 612 remain in place under federal law for employees of academic employers who perform services in instructional, research or principal administrative capacities. With the 2019-2020 school year recently ending, employees of academic employers have begun filing claims for unemployment insurance benefits. This rule provides clarification as to which employees of academic employers perform services in instructional, research or principal administrative capacities, and which employees perform services in other capacities.
- 10) A Complete Description of the Subjects and Issues Involved: This rule provides clarification as to which employees of academic employers perform services in instructional, research or principal administrative capacities, and which employees perform services in other capacities. This rule facilitates the adjudication of claims for unemployment insurance benefits to meet the different provisions in the recently

DEPARTMENT OF EMPLOYMENT SECURITY

NOTICE OF EMERGENCY AMENDMENT

amended Section 612 of the Unemployment Insurance Act that pertain to employees of academic employers who perform services in instructional, research or principal administrative capacities from employees of academic employers who perform services in other capacities.

- 11) Are there any other rulemakings to this Part pending? No
- 12) Statement of Statewide Policy Objective: This rulemaking neither creates nor expands a State mandate.
- 13) Information and questions regarding this emergency rule shall be directed to:

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The full text of the Emergency Amendment begins on the next page:

DEPARTMENT OF EMPLOYMENT SECURITY

NOTICE OF EMERGENCY AMENDMENT

TITLE 56: LABOR AND EMPLOYMENT
CHAPTER IV: DEPARTMENT OF EMPLOYMENT SECURITY
SUBCHAPTER g: INELIGIBILITY FOR BENEFITSPART 2915
ACADEMIC PERSONNEL

SUBPART A: GENERAL PROVISIONS

Section

2915.1	Definitions
<u>2915.2</u>	<u>Services in Instructional, Research or Principal Administrative Capacity and Other Capacities</u>
	<u>EMERGENCY</u>
2915.5	Ineligibility Between Academic Years Or Terms, Vacation Period Or Holiday Recess
2915.10	Ineligibility Of Academic Personnel
2915.15	Period Between Academic Years Or Terms, Vacation Period Or Holiday Recess
2915.20	Presumption Of Reasonable Assurance Of Continued Employment
2915.25	Rebuttal Of The Presumption Of Reasonable Assurance Of Continued Employment
2915.30	Date Benefit Ineligibility Ceases to Apply
2915.35	Benefits to Insured Workers in Educational Institutions
2915.40	Ineligibility of Employees Working in One Capacity for an Academic Employer Who Cross Over Within Years or Terms to Work in Another Capacity for the Same Type of Academic Employer
2915.43	Eligibility of Employees Working for an Academic Employer Who Cross Over Within an Academic Year or Term to Work for a Non-Academic Employer or for Another Type of Academic Employer
2915.45	Eligibility of Employees Working for One Type of Academic Employer Who Cross Over Between Years or Terms to Work for Another Type of Academic Employer
2915.47	Eligibility of Employees Working in One Capacity Who Cross Over Between Years or Terms to Work in Another Capacity

AUTHORITY: Implementing and authorized by Sections 211.1, 211.2, 612, 1700 and 1701 of the Unemployment Insurance Act [820 ILCS 405].

DEPARTMENT OF EMPLOYMENT SECURITY

NOTICE OF EMERGENCY AMENDMENT

SOURCE: Adopted at 10 Ill. Reg. 5109, effective March 13, 1986; amended at 11 Ill. Reg. 19101, effective November 4, 1987; amended at 18 Ill. Reg. 4154, effective March 3, 1994; amended at 43 Ill. Reg. 6555, effective May 14, 2019; emergency amendment at 44 Ill. Reg. 12671, effective July 10, 2020, for a maximum of 150 days.

SUBPART A: GENERAL PROVISIONS

Section 2915.2 Services in Instructional, Research or Principal Administrative Capacity and Other Capacities
EMERGENCY

- a) For purposes of Section 612 of the Act, examples of services performed in an instructional, research or principal administrative capacity include, but are not limited to, services as a teacher, school principal, assistant school principal, dean, assistant dean, researcher, guidance counselor, social worker, head school registered nurse or licensed practical nurse, tutor, sports coach, athletic director, and substitute teacher.
- b) For purposes of Section 612 of the Act, examples of services that are not performed in an instructional, research or principal administrative capacity include, but are not limited to, services as a teacher's aide, primarily clerical staff, custodian, assistant or auxiliary librarian, cafeteria worker, assistant registered nurse or licensed practical nurse, groundskeeper, or school bus driver.
- c) For purposes of Section 612 of the Act, if an individual's employment during an academic year or term entails performing services that are in an instructional, research or principal administrative capacity, as well as performing services that are in other than an instructional, research or principal administrative capacity, if more than 50% of the individual's services during that academic year or term are in an instructional, research or principal administrative capacity, then all of the services of the individual during that academic year or term shall be deemed to be performed in an instructional, research or principal administrative capacity; but if 50% or more of the individual's services during that academic year or term are in other than an instructional, research or principal administrative capacity, then all of the services of the individual during that academic year or term shall be deemed to be performed in other than an instructional, research or principal administrative capacity. However, if the employer reports the wages performed in an instructional, research or principal administrative capacity separately, then the foregoing shall not apply.

DEPARTMENT OF EMPLOYMENT SECURITY

NOTICE OF EMERGENCY AMENDMENT

EXAMPLE 1: Employee X is an individual with a license to teach. Employer Z is a public school system in Illinois. For the 2019-2020 school year, Z hires X to work as a teacher's aide. During the first semester of the 2019-2020 school year, X performs all her services as a teacher's aide. During the second semester of the 2019-2020 school year, 80% of X's time and services are spent working as a teacher's aide, and 20% of X's time and services are spent working in the position of a substitute teacher, teaching one class per day. During each of the semesters of the 2019-2020 school year, since 50% or more of X's services are performed in other than an instructional, research or principal administrative capacity, then for both semesters of the 2019-2020 school year, all of X's services are deemed to be performed in other than an instructional, research or principal administrative capacity.

EXAMPLE 2: The same facts as EXAMPLE 1 except that the employer reports X's wages as a teacher separately from her wages as a teacher's aide. In this case, the provisions of Section 612 of the Act shall be applied separately for the teaching and non-teaching wages.

(Source: Added by emergency rulemaking at 44 Ill. Reg. 12671, effective July 10, 2020, for a maximum of 150 days)

DEPARTMENT OF HUMAN RIGHTS

NOTICE OF EMERGENCY AMENDMENTS

- 1) Heading of the Part: Procedures of the Department of Human Rights
- 2) Code Citation: 56 Ill. Adm. Code 2520
- 3)

<u>Section Numbers</u> :	<u>Emergency Actions</u> :
2520.30	Amendment
2520.40	Amendment
2520.330	Amendment
- 4) Statutory Authority: Implementing Articles 1 through 7B of the Illinois Human Rights Act [775 ILCS 5/Arts. 1 through 7B] and the Intergovernmental Cooperation Act [5 ILCS 220] and authorized by Sections 7-101(A) and 7-105(A) of the Illinois Human Rights Act [775 ILCS 5/7-101(A) and 7-105(A)].
- 5) Effective Date of Emergency Rules: July 10, 2020
- 6) If these emergency rules are to expire before the end of the 150-day period, please specify the date on which they are to expire: These emergency amendments will expire at the end of the 150-day period, or upon adoption of permanent rules, whichever comes first.
- 7) Date Filed with Index Department: July 10, 2020
- 8) A copy of the emergency rules, including any material incorporated by reference, is on file in the Agency's principal office and is available for public inspection.
- 9) Reason for Emergency: This emergency rulemaking is adopted in response to Governor JB Pritzker's Gubernatorial Disaster Proclamations and Executive Orders issued in response to the COVID-19 pandemic. Due in part to various measures put in place to reduce the spread of COVID-19, including limitations on gatherings and social distancing requirements, it has been exceedingly more difficult for the public, including complainants and respondents, to access the Department's services.
- 10) A Complete Description of the Subjects and Issues Involved: Immediate action must be taken to assist the public in accessing the Department's services in a safe manner, consistent with public health guidelines. The following modifications to the Department's regulations will facilitate the public's access to the Department's services, including the participation of parties in the Department's investigation process, as well as the Department's operations, during the pandemic and in its aftermath.

DEPARTMENT OF HUMAN RIGHTS

NOTICE OF EMERGENCY AMENDMENTS

The emergency amendments will modify the regulations of the Department by adding that electronic service is an acceptable manner of service of all documents on the Department, deleting the current reference to the Electronic Filing Pilot Project, and providing that an item submitted electronically shall be deemed to have been filed on the date received by the Department's electronic communication system, unless it is submitted on a weekend day or legal State holiday, in which case, it is filed on the following business day.

The emergency amendments will further modify the Department's regulations by adding that a complainant's signature on a charge of discrimination filed with the Department pursuant to Article 7A of the Illinois Human Rights Act can be verified by certification pursuant to Section 1-109 of the Code of Civil Procedure. [735 ILCS 5/1-109].

- 11) Are there any other rulemakings to this Part pending? No
- 12) Statement of Statewide Policy Objective: This rulemaking will not create or expand a State mandate.
- 13) Information and questions regarding these emergency rules shall be directed to:

Mary M. (Betsey) Madden
Chief Legal Counsel and Ethics Officer
Illinois Department of Human Rights – Legal Division
100 W. Randolph St., Suite 10-100
Chicago IL 60601

312/814-3386 or 866/740-3953 (TTY)

The full text of the Emergency Amendments begins on the next page:

DEPARTMENT OF HUMAN RIGHTS

NOTICE OF EMERGENCY AMENDMENTS

TITLE 56: LABOR AND EMPLOYMENT
CHAPTER II: DEPARTMENT OF HUMAN RIGHTS

PART 2520

PROCEDURES OF THE DEPARTMENT OF HUMAN RIGHTS

SUBPART A: INTERPRETATIONS

Section

- 2520.10 Definition of Terms
2520.20 Computation of Time
2520.30 Service of Documents

EMERGENCY

- 2520.40 Filing with the Department

EMERGENCY

- 2520.50 Separability
2520.110 Preservation of Records by Employers, Labor Organizations, Employment
Agencies and Respondents

SUBPART B: CHARGE

Section

- 2520.310 Time of Filing (Repealed)
2520.320 Form (Repealed)
2520.330 Contents
EMERGENCY
2520.340 Requirements for Charge (Repealed)
2520.350 Unperfected Charge
2520.360 Amendment
2520.370 Substitution and Addition of Parties (Repealed)
2520.380 Withdrawal of Charge

SUBPART C: PROCEDURE UPON CHARGE

Section

- 2520.405 Verified Response to Charge
2520.407 Response to Charge
2520.410 Docketing and Service of Charge (Repealed)
2520.415 Mediation

DEPARTMENT OF HUMAN RIGHTS

NOTICE OF EMERGENCY AMENDMENTS

- 2520.420 Maintenance of Records (Repealed)
- 2520.430 Investigation
- 2520.440 Fact-Finding Conference
- 2520.450 Administrative Closure (Repealed)
- 2520.460 Determination After Investigation (Repealed)
- 2520.470 Conciliation (Repealed)
- 2520.480 Complaint (Repealed)
- 2520.490 EEOC Dual Filed Charges

SUBPART D: SETTLEMENTS

- Section
- 2520.510 Settlement
- 2520.520 Non-Disclosure (Repealed)
- 2520.530 Dismissal for Refusal to Accept Settlement Offer (Repealed)
- 2520.540 Non-Compliance with Settlement Terms (Repealed)

SUBPART E: ADMINISTRATIVE CLOSURE, DISMISSAL AND DEFAULT

- Section
- 2520.550 Administrative Closure
- 2520.560 Dismissal
- 2520.570 Default

SUBPART F: REQUESTS FOR REVIEW

- Section
- 2520.573 Filing with Chief Legal Counsel
- 2520.575 Contents of Request for Review (Repealed)
- 2520.577 Notice by the Chief Legal Counsel (Repealed)
- 2520.580 Extensions of Time (Repealed)
- 2520.583 Reply to Request for Review and Surreply (Repealed)
- 2520.585 Additional Investigation
- 2520.587 Decision

SUBPART G: RELATIONS WITH LOCAL HUMAN RIGHTS AGENCIES

- Section
- 2520.610 Scope and Purpose (Repealed)

DEPARTMENT OF HUMAN RIGHTS

NOTICE OF EMERGENCY AMENDMENTS

2520.620	Definitions (Repealed)
2520.630	Cooperative Agreements
2520.640	Nature of Cooperative Agreements
2520.650	Training and Technical Assistance
2520.660	Promotion of Communication and Goodwill

SUBPART H: EQUAL EMPLOYMENT OPPORTUNITY AND
AFFIRMATIVE ACTION BY STATE EXECUTIVE AGENCIES

Section	
2520.700	Definitions
2520.710	Scope and Purpose
2520.720	Affirmative Action Groups
2520.730	Consideration of Additional Groups
2520.740	Definitions (Renumbered)
2520.750	Nondiscrimination (Repealed)
2520.760	Plans
2520.770	Reporting and Record-Keeping
2520.780	Equal Employment Opportunity Officers
2520.790	Complaint Process
2520.795	EEO/AA Performance Reviews
2520.797	Sanctions for Noncompliance

SUBPART I: SEXUAL HARASSMENT IN HIGHER EDUCATION POLICIES

Section	
2520.810	Posting of Sexual Harassment Policies
2520.820	Notice to Show Cause
2520.APPENDIX A	Contents of Affirmative Action Plans
2520.APPENDIX B	Value Weight Assignment Chart (Repealed)
2520.APPENDIX C	Contents of Layoff Reports
2520.APPENDIX D	Illinois Counties by Region

AUTHORITY: Implementing Articles 1 through 7B of the Illinois Human Rights Act [775 ILCS 5] and the Intergovernmental Cooperation Act [5 ILCS 220], and authorized by Sections 7-101(A) and 7-105(A) of the Illinois Human Rights Act [775 ILCS 5].

DEPARTMENT OF HUMAN RIGHTS

NOTICE OF EMERGENCY AMENDMENTS

SOURCE: Adopted November 20, 1972 by the Fair Employment Practices Commission; transferred to the Department of Human Rights by P.A. 81-1216, effective July 1, 1980; emergency amendments at 4 Ill. Reg. 39, p. 335, effective September 17, 1980, for a maximum of 150 days; amended at 5 Ill. Reg. 1627, effective February 9, 1981; amended at 6 Ill. Reg. 2125, effective February 8, 1982; amended at 6 Ill. Reg. 3076, effective March 15, 1982; amended at 6 Ill. Reg. 8090, effective July 1, 1982; codified at 8 Ill. Reg. 17884; amended at 17 Ill. Reg. 15556, effective September 13, 1993; amended at 18 Ill. Reg. 16829, effective November 4, 1994; emergency amendment at 20 Ill. Reg. 445, effective January 1, 1996, for a maximum of 150 days; emergency amendment at 20 Ill. Reg. 5084, effective March 15, 1996, for a maximum of 150 days; amended at 20 Ill. Reg. 6291, effective April 18, 1996; amended at 20 Ill. Reg. 10631, effective July 24, 1996; amended at 21 Ill. Reg. 14081, effective October 10, 1997; amended at 26 Ill. Reg. 17217, effective November 18, 2002; amended at 29 Ill. Reg. 804, effective December 28, 2004; amended at 30 Ill. Reg. 1343, effective January 13, 2006; amended at 30 Ill. Reg. 13403, effective July 31, 2006; amended at 30 Ill. Reg. 18715, effective November 20, 2006; amended at 31 Ill. Reg. 12319, effective August 8, 2007; amended at 31 Ill. Reg. 14815, effective October 19, 2007; amended at 32 Ill. Reg. 13482, effective August 1, 2008; amended at 33 Ill. Reg. 11311, effective July 20, 2009; amended at 33 Ill. Reg. 17086, effective December 4, 2009; amended at 34 Ill. Reg. 11413, effective July 20, 2010; amended at 36 Ill. Reg. 8699, effective June 1, 2012; amended at 38 Ill. Reg. 9481, effective April 21, 2014; amended at 39 Ill. Reg. 5601, effective April 6, 2015; amended at 41 Ill. Reg. 11560, effective August 29, 2017; amended at 42 Ill. Reg. 17235, effective September 17, 2018; emergency amendment at 44 Ill. Reg. 12676, effective July 10, 2020, for a maximum of 150 days.

SUBPART A: INTERPRETATIONS

Section 2520.30 Service of Documents**EMERGENCY**

- a) Manner of Service. Unless otherwise provided, all documents required to be served under the Act or this Part shall be served personally, by telefax, by U.S. mail, by electronic service, or by private delivery service. ~~However, requests for review, replies to requests for review, surreplies to replies, and requests for extensions of time to file such pleadings may be served upon the Chief Legal Counsel only by personal service, by U.S. mail or by private delivery service.~~
- b) Proof of Service. Where service on the Department is required, proof of service shall be filed with the Department consisting of the verified statement of the individual making service, specifying the title of the document, manner and date of such service.

DEPARTMENT OF HUMAN RIGHTS

NOTICE OF EMERGENCY AMENDMENTS

- c) Effective Date of Service by Mail. Service by mail shall be deemed complete five days after mailing of the document, properly addressed and posted for delivery to the person to be served.

(Source: Amended by emergency rulemaking at 44 Ill. Reg. 12676, effective July 10, 2020, for a maximum of 150 days)

Section 2520.40 Filing with the Department**EMERGENCY**

a) Documents required to be filed with the Department shall be deemed filed when received, if hand-delivered, telefaxed, or electronically submitted ~~pursuant to an Electronic Filing Pilot Project (see subsection (b))~~. An item delivered by the U.S. Postal Service shall be deemed to have been filed when postmarked, properly addressed and posted for delivery. An item delivered by a private delivery service shall be deemed to have been filed on the date sent as indicated on the label, or in the absence of such a date on the label, shall be deemed filed on the date received. An item submitted electronically shall be deemed to have been filed on the date received by the Department's electronic communication system, unless it is submitted on a Saturday, Sunday or legal State holiday, in which case, it is deemed filed on the following business day. ~~b) The Department may develop an Electronic Filing Pilot Project authorizing electronic filing and use of electronic signatures. The Electronic Filing Pilot Project may designate the procedures for electronic filing, including, but not limited to, the types of cases, types of documents, size of documents and format. The Department shall post the Electronic Filing Pilot Project policy on its website and make the policy available in writing, if requested. An item submitted by electronic communication pursuant to the Department's Electronic Filing Pilot Project shall be deemed to have been filed on the date received by the Department's electronic communication system, unless it is submitted on a Saturday, Sunday or legal State holiday, in which case, it is deemed filed on the following business day.~~

(Source: Amended by emergency rulemaking at 44 Ill. Reg. 12676, effective July 10, 2020, for a maximum of 150 days)

SUBPART B: CHARGE

Section 2520.330 Contents**EMERGENCY**

A charge shall be in such detail as to substantially apprise parties of the time, place and facts

DEPARTMENT OF HUMAN RIGHTS

NOTICE OF EMERGENCY AMENDMENTS

with respect to the alleged civil rights violation. It should contain the following:

- a) the full name and address of the complainant; however, upon request of complainant or respondent and with agreement of the Department, the name of complainant will not be released to the public;
- b) the full name and address of each respondent;
- c) a statement of the facts alleged to constitute a prima facie case of a civil rights violation, including the date, time, and place thereof;
- d) a statement of each specific harm the complainant has suffered as a consequence of the alleged civil rights violation; and
- e) complainant's signature in the following format: 1)for a charge filed pursuant to Article 7A of the Act, notarized under oath or affirmation or verified by certification (as required by Sections 7A-102(a)(1) and 7B-102(a)(1) of the Act) stating:

Under penalties as provided by law pursuant to Section 1-109 of the Code of Civil Procedure, the undersigned certifies that the statements set forth in this instrument are true and correct, except as to matters therein stated to be on information and belief and as to such matters the undersigned certifies as aforesaid that he verily believes the same to be true. [735 ILCS 5/1-109][775 ILCS 5/Art. 7A]; and 2)for a charge filed pursuant to Article 7B of the Act [775 ILCS 5/Art. 7B], verified by certification in the following form: Under penalties as provided by law pursuant to Section 1-109 of the Code of Civil Procedure [735 ILCS 5/1-109], the undersigned certifies that the statements set forth in this instrument are true and correct, except as to matters therein stated to be on information and belief and as to such matters the undersigned certifies as aforesaid that he verily believes the same to be true.

(Source: Amended by emergency rulemaking at 44 Ill. Reg. 12676, effective July 10, 2020, for a maximum of 150 days)

DEPARTMENT OF AGRICULTURE

REQUEST FOR EXPEDITED CORRECTION

- 1) Heading of the Part: Cannabis Regulation and Tax Act
- 2) Code Citation: 8 Ill. Adm. Code 1300
- 3) Section numbers: Main Source Note
- 4) Date Proposal published in *Illinois Register*: March 13, 2020, 44 Ill. Reg. 3586
- 5) Date Adoption published in *Illinois Register*: June 19, 2020, 44 Ill. Reg. 10364
- 6) Summary and Purpose of Expedited Correction: When the permanent Part was adopted, the Main Source Note was missing an entry: emergency amendment to emergency rule at 44 Ill. Reg. 8349, effective April 30, 2020, for the remainder of the 180 days.
- 7) Information and questions regarding this request shall be directed to:

Pam Harmon
State Fairgrounds
PO Box 19281
Springfield IL 62794-9281

217/524-6905

The full text of the Expedited Correction requested begins on the next page:

DEPARTMENT OF AGRICULTURE

REQUEST FOR EXPEDITED CORRECTION

TITLE 8: AGRICULTURE AND ANIMALS
CHAPTER I: ILLINOIS DEPARTMENT OF AGRICULTURE
SUBCHAPTER v: LICENSING AND REGULATIONS

PART 1300
CANNABIS REGULATION AND TAX ACT

SUBPART A: GENERAL PROVISIONS

Section	
1300.10	Definitions and Incorporations
1300.20	Referenced Materials
1300.30	Scope and Application
1300.40	Operation of a Cannabis Business Establishment

SUBPART B: ADULT USE CULTIVATION CENTERS

Section	
1300.100	Application, Selection, and Operation of Early Adult Use Cultivation Center License
1300.102	Application for Conditional Adult Use Cultivation Center License
1300.103	Financial Disclosure
1300.105	License Selection Criteria
1300.110	License Denial and Prohibitions
1300.115	License Award, Issuance and Transferability
1300.120	License Renewal
1300.130	Modifications and Alterations
1300.145	Background Check
1300.150	Specifications
1300.155	Records
1300.160	Signage
1300.165	Agents and Identification Cards
1300.170	Operations – Plant Production
1300.175	Operations – Infused or Processed Products
1300.180	Inventory
1300.185	Security
1300.195	Transportation

SUBPART C: COMMUNITY COLLEGE

DEPARTMENT OF AGRICULTURE

REQUEST FOR EXPEDITED CORRECTION

CANNABIS VOCATIONAL PILOT PROGRAM

Section

1300.200	Definitions
1300.202	License Application
1300.205	License Selection Criteria
1300.215	License Transferability
1300.220	License Renewal
1300.230	Modifications and Alterations
1300.235	License Awards and Denials
1300.245	Agents and Identification Cards
1300.265	Background Check
1300.275	Program Operations
1300.280	Enforcement
1300.295	Requests for Information

SUBPART D: CRAFT GROWERS

Section

1300.300	License Application
1300.305	Financial Disclosure
1300.307	License Selection Criteria
1300.310	License Denial and Prohibitions
1300.315	License Award, Issuance and Transferability
1300.320	License Renewal
1300.330	Modifications and Alterations
1300.345	Background Check
1300.350	Specifications
1300.355	Records
1300.360	Signage
1300.365	Agents and Identification Cards
1300.370	Operations – Plant Production
1300.375	Operations – Infused or Processed Products
1300.380	Inventory
1300.385	Security
1300.395	Transportation

SUBPART E: INFUSERS

DEPARTMENT OF AGRICULTURE

REQUEST FOR EXPEDITED CORRECTION

Section	
1300.400	License Application
1300.405	Financial Disclosure
1300.407	License Selection Criteria
1300.410	License Denial and Prohibitions
1300.415	License Award, Issuance and Transferability
1300.420	License Renewal
1300.430	Modifications and Alterations
1300.445	Background Check
1300.450	Specifications
1300.455	Records
1300.460	Signage
1300.465	Agents and Identification Cards
1300.470	Operations – General Requirements
1300.475	Operations – Infused Products
1300.480	Inventory
1300.485	Security
1300.495	Transportation

SUBPART F: TRANSPORTERS

Section	
1300.500	License Requirements
1300.510	License Application
1300.520	License Selection Criteria
1300.530	License Denial and Prohibitions
1300.540	License Issuance and Transferability
1300.550	License Renewal
1300.560	Modifications and Alterations
1300.570	Background Check
1300.580	Records
1300.590	Agents and Identification Cards
1300.595	Operations

SUBPART G: ENFORCEMENT AND IMMUNITIES

Section	
1300.600	Investigations
1300.610	License Suspension

DEPARTMENT OF AGRICULTURE

REQUEST FOR EXPEDITED CORRECTION

1300.620	License Revocation
1300.630	Fines
1300.640	Administrative Hearings
1300.650	Petition for Rehearing

SUBPART H: LABORATORY TESTING

Section	
1300.700	Laboratory Testing

SUBPART I: DESTRUCTION OF CANNABIS

Section	
1300.800	Scope
1300.810	Notice to the Department
1300.820	Method of Destruction
1300.830	Records
1300.840	Disposal

SUBPART J: CANNABIS PACKAGING AND LABELING

Section	
1300.900	Registration
1300.910	Registration Fee
1300.920	Container and Packaging Requirements
1300.930	Labeling Requirements
1300.940	Warnings

1300.APPENDIX A Authorized Pesticides

AUTHORITY: Implementing and authorized by the Cannabis Regulation and Tax Act [410 ILCS 705].

SOURCE: Emergency rules adopted at 44 Ill. Reg. 1466, effective January 1, 2020, for a maximum of 180 days; [emergency amendment to emergency rule at 44 Ill. Reg. 8349, effective April 30, 2020, for the remainder of the 180 days](#); adopted at 44 Ill. Reg. 10364, effective June 3, 2020.

JOINT COMMITTEE ON ADMINISTRATIVE RULES

SECOND NOTICES RECEIVED

The following second notices were received during the period of July 7, 2020 through July 13, 2020. These rulemakings are scheduled for the August 11, 2020 meeting. Other items not contained in this published list may also be considered. Members of the public wishing to express their views with respect to a rulemaking should submit written comments to the Committee at the following address: Joint Committee on Administrative Rules, 700 Stratton Bldg., Springfield IL 62706.

Second Notice Expires	Agency and Rule	Start of First Notice	JCAR Meeting
8/23/20	<u>Department of Public Health</u> , Grade A Pasteurized Milk and Milk Products (77 Ill. Adm. Code 775)	3/20/20 44 Ill. Reg. 4503	8/11/20
8/23/20	<u>Department of Public Health</u> , Drinking Water Systems Code (77 Ill. Adm. Code 900)	3/20/20 44 Ill. Reg. 4509	8/11/20
8/23/20	<u>Department of Public Health</u> , AIDS Drug Assistance Program (77 Ill. Adm. Code 692)	3/27/20 44 Ill. Reg. 5326	8/11/20
8/23/20	<u>Department of Public Health</u> , Control of Sexually Transmissible Infections Code (77 Ill. Adm. Code 693)	3/27/20 44 Ill. Reg. 5331	8/11/20
8/23/20	<u>Department of Public Health</u> , HIV/AIDS Confidentiality and Testing Code (77 Ill. Adm. Code 697)	3/27/20 44 Ill. Reg. 5337	8/11/20
8/23/20	<u>Department of Revenue</u> , Use Tax (86 Ill. Adm. Code 150)	5/8/20 44 Ill. Reg. 7855	8/11/20
8/23/20	<u>Department of Central Management Services</u> , Acquisition, Management and	5/22/20 44 Ill. Reg. 8454	8/11/20

JOINT COMMITTEE ON ADMINISTRATIVE RULES

SECOND NOTICES RECEIVED

Disposal of Real Property (44 Ill. Adm.
Code 5000)

EXECUTIVE ORDER

2020-46

**AMENDMENT TO EXECUTIVE ORDER 10 (2019) CEMENTING ILLINOIS'
COMPREHENSIVE 2020 CENSUS EFFORT**

WHEREAS, Executive Order 10 (2019) established the Census Office within the Illinois Department of Human Services ("Census Office") and the Census Advisory Panel (the "Panel") and Executive Order 1 (2020) amended Executive Order 10 (2019); and,

WHEREAS, the Census Office and the Panel were established to help ensure a complete and accurate 2020 Census count for the State of Illinois; and,

WHEREAS, due to the COVID-19 pandemic, the U.S. Census Bureau suspended all field operations from March 2020 until at least June 1, 2020, in an effort to protect the health and safety of U.S. Census Bureau employees and the public; and,

WHEREAS, as a result of COVID-19 and the delay in Census operations, the U.S. Census Bureau has extended the deadline for field data collection and self-response for the 2020 Census from July 31, 2020 to October 31, 2020 to help ensure a complete and accurate Census count;

THEREFORE, I, JB Pritzker, Governor of Illinois, by virtue of the executive authority vested in me by Article V of the Constitution of the State of Illinois, hereby further amend Executive Order 10 (2019) as follows:

I. Census Advisory Panel

In light of the extended U.S. Census Bureau deadlines for the 2020 Census due to the COVID-19 pandemic, the Census Advisory Panel shall continue to serve as an advisory board to the Census Office within the Illinois Department of Human Services to help to ensure a complete and accurate Census count in Illinois while the 2020 U.S. Census operations are underway. The Panel shall continue to serve as an advisory board and to meet, as it sees necessary, through December 2020 and will sunset and dissolve, effective December 31, 2020.

II. Savings Clause

Nothing in this Executive Order shall be construed to contravene any federal or State law or regulation. Nothing in this Executive Order shall affect or alter the existing statutory powers of any State agency or be construed as a reassignment or reorganization of any State agency.

III. Prior Executive Orders

This Executive Order supersedes any contrary provision of any other prior Executive Order.

EXECUTIVE ORDER

IV. Severability Clause

If any part of this Executive Order is found to be invalid by a court of competent jurisdiction the remaining provisions shall remain in full force and effect. The provisions of this Executive Order are severable.

V. Effective Date

The Executive Order shall take effect immediately upon its filing with the Secretary of State.

Issued by Governor: July 9, 2020

Filed with Secretary of State: July 9, 2020

PROCLAMATION

2020-56**Flag Lowering – Bunn Capital Shooting Springfield**

WHEREAS, in the midst of a global pandemic and a renewed national call for racial justice, three citizens of Illinois lost their lives in another tragic act of gun violence on Friday, June 26th, at their place of work, the Bunn-O-Matic warehouse in Springfield, Illinois; and,

WHEREAS, a hardworking welder and sportsman, Christopher Aumiller, 25, raised in Pawnee, Illinois, whose friendliness and good nature graced all lucky enough to have known him, will be remembered by his soulmate, parents, sisters, and friends; and,

WHEREAS, Marsha Strumpher, 54, a welder and a Cardinals fan who enjoyed vacationing on cruises with her best friends, is survived by her husband, a son and daughter, her granddaughter, mother, one sister, three brothers, and several nieces, nephews and cousins; and,

WHEREAS, William "Bill" Gibbons, 61, a big-hearted employee of Bunn Corporation for over 40 years who enjoyed fishing and racing, is survived by his wife, two daughters, stepson, four grandchildren, and two siblings; and,

WHEREAS, Bunn-O-Matic, a family enterprise selling beverage equipment going back generations, has long been a pillar of Springfield, employing hundreds of workers whose lives will be forever altered by the horrifying experience; and,

WHEREAS, the responders — familial, medical, communal — are to be praised for the comfort and healing they have given to those feeling the grief and loss of three bright souls; and,

WHEREAS, we mourn and support the entire community of Springfield and beyond as neighbors unite together against all forms of violence;

THEREFORE, I, JB Pritzker, Governor of the State of Illinois, do hereby order the lowering of flags in honor of Christopher Aumiller, Marsha Strumpher, and Bill Gibbons, joining the ongoing COVID-19 disaster proclamation in being honored by all flags covered by the Illinois Flag Display Act flying at half-staff.

Issued by the Governor July 8, 2020

Filed by the Secretary of State July 8, 2020

ILLINOIS ADMINISTRATIVE CODE
Issue Index - With Effective Dates

Rules acted upon in Volume 44, Issue 30 are listed in the Issues Index by Title number, Part number, Volume and Issue. Inquiries about the Issue Index may be directed to the Administrative Code Division at (217) 782-7017/18.

PROPOSED RULES

23 - 1400	12013
56 - 2720	12052
56 - 2725	12055
56 - 2915	12058
80 - 1200	12061
80 - 1220	12068
23 - 1	12073
23 - 25	12106
23 - 235	12141

ADOPTED RULES

80 - 310	7/13/2020	12146
77 - 280	7/2/2020	12582
92 - 1030	7/7/2020	12607
20 - 1232	7/8/2020	12619

EMERGENCY RULES

56 - 2720	7/10/2020	12656
56 - 2725	7/10/2020	12666
56 - 2915	7/10/2020	12671
56 - 2520	7/10/2020	12676

**REQUEST FOR EXPEDITED
CORRECTION**

8 - 1300	12684
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**EXECUTIVE ORDERS AND
PROCLAMATIONS**

20 - 46	7/9/2020	12691
20 - 56	7/8/2020	12693