



STATE OF CONNECTICUT

PERSONNEL DIVISION

DEPARTMENT OF ADMINISTRATIVE SERVICES
STATE OFFICE BUILDING HARTFORD, CONNECTICUT 06115

Management Personnel Policy No. 81-3

TO: ALL AGENCY HEADS

SUBJECT: EXTENSION OF WORKING-TEST PERIOD

In accordance with Connecticut General Statute 5-200(r) the Commissioner of Administrative Services has approved the following policy for managerial and confidential employees in the MP Pay Plan effective July 1, 1981.

Current practice provides for a six month working-test period for managers in the classified service. It is recognized that there are instances where an employee may be unable to be present during an entire working-test period because of illness or for other good reasons or where more time may be required for a fair evaluation.

An Agency Head may request the extension of an employee's working-test period for good reason for a specified period of time not to exceed six (6) months. The request must be forwarded to the Director of Personnel and Labor Relations for final approval.

A handwritten signature in cursive script, reading "Sandra Biloon".

Sandra Biloon
Sandra Biloon
Director of Personnel
and Labor Relations

SB:smc