

c. When the appointing authority feels that work performance is such that the employee should not be granted a salary increase at this time.

If a salary adjustment is withheld, the employee must be given notice in writing as to the reasons why the salary adjustment was not given. Employees have a right to appeal such action through departmental grievance procedures. If, after using the departmental grievance procedure, an employee still believes that he has been treated in an arbitrary or unfair manner, he may appeal the action to the Civil Service Commission.

7. Eligibility date for merit increase — In classes where the salary range is increased more than one step, establish a merit increase date of July 1, 1964, for those employees who are presently at the maximum rate of pay for the class.
8. Other Adjustments — It is recognized that for those classes where the salary range is increased more than one step there may be problems presented because employees with some seniority will be grouped at the first step along with new employees. Where this causes particularly acute problems, employees with more than six months service in the class may be moved to the second step of the salary range if the adjustments can be made within funds available.

Reprinted below is a letter from OSEA President Chalmers Jones to Mr. Forrest Cooper, General Chairman of the Payroll Savings Campaign for State Employees in the current U.S. Savings Bond drive.

OSEA's staff liaison in this effort is Organizational Services Manager Whit Halteman, who serves on the Governor's Committee.

We felt the cartoon to be especially relevant this month, since the drive is taking place from August 1 through September 15 for authorization to payroll clerks for payroll deductions.

We had wished to insert an application blank in this issue, but could not. Therefore we urge your consideration when your department chairman brings you one.



PLANT 'EM NOW FOR TOMORROW'S ENJOYMENT

August 1, 1963

Mr. Forrest Cooper,
General Chairman
Payroll Savings Campaign for State Employees
Salem, Oregon

Dear Mr. Cooper:

This is to inform you that the Board of Directors of the Oregon State Employees Association fully endorses the intent and purpose of the 1963 Payroll Savings Campaign for the purchase of United States Savings Bonds by employees of the State of Oregon.

In the interests of the future of our country and the well-being of the employees of our State, we urge the full cooperation of the members of our organization in this fine effort.

We appreciate the honor of participating in the campaign and assure you we will do everything possible to inform our members of the advantages that will accrue to them through their investments in their future and that of their families by purchasing U. S. Savings Bonds.

Members of our Headquarters Staff have been appointed to work with your committee in the current campaign. Please call upon them in your needs for helping to bring the drive to a successful conclusion.

Sincerely yours,

Chalmers L. Jones
President

CLJ:t

Kenworthy Leaves Civil Service Commission

When he submitted his resignation to Governor Hatfield effective July 2, V. B. Kenworthy had completed 13-1/2 years of service to the state employees of Oregon on the Civil Service Commission. That is a longer term than has been served by any person in the Commission's history.

The Commission, in its July meeting, adopted a resolution recognizing Mr. Kenworthy's long and sincere service. The resolution resolved as follows: "The outstanding contribution of V. B. Kenworthy to the sound development of the merit system in Oregon, as well as to the position of confidence which the Civil Service Commission now enjoys, are recognized and the present members of the Civil Service Commission extend their thanks and deep appreciation for his efforts."

J. M. FULTON NAMED BY GOVERNOR

John M. Fulton of Portland was named to the Oregon Civil Service Commission to fill the vacancy left by the resignation of Mr. Kenworthy. He is the General Manager of the Northwest Lumber and Plywood Division and the Corporate Representative in Oregon for Crown Zellerbach Corporation.

In accepting his appointment to the Civil Service Commission, Mr. Fulton indicated a strong belief that Oregon must attract and hold the ablest people possible in state government.

