

**SEPTEMBER 1, 2023 PERSONNEL MANUAL UPDATE
SUMMARY OF REVISIONS**

EXECUTIVE DIRECTIVE:

PD-52 (rev. 9), “Performance Evaluations”

- Extensively revised the format of Personnel Directives.
- References to Attachment A, PERS 401, Employee Performance Log, and Attachment B, PERS 11, Employee Performance Evaluation, are removed and attachments deleted from the policy. Replaced with new Section IX to list current forms as a hyperlink.
- PERS 11, Employee Performance Evaluation: Confidential Information Agreement revised to change Information Security Manual to Information Resource Security Program and Prohibited Technologies Security Policy.
- Grammatical updates were made.

**PD-76 (rev. 7), “Employment and Reemployment of Members of the Uniformed Services”
Summary of Revisions**

- Extensively revised the format of Personnel Directives.
- Updated Authority section.
- Replaced “Employee Services” with “Support Department,” replaced “Employment Section” with “Compliance Department,” and revised the Leaves Program Area to the Leaves Management area throughout the policy.
- Definitions section: Revised definition for “Military Employment Preference.”
- Section IV.D.3: Added language to clarify and define the order of priority for selection of an applicant when more than one applicant is eligible for the military employment preference.
- References to Attachment A, PERS 302, Expiration of Leave Without Pay Notification has been removed and deleted from the policy. Replaced with new Section VI to list current form as a hyperlink.
- Grammatical updates were made.