

**JUNE 24, 2022 PERSONNEL MANUAL UPDATE
SUMMARY OF REVISIONS**

EXECUTIVE DIRECTIVE:

PD-30 (rev. 10), “Employee Grievance Procedures”

- Revised the definition of Equal Employment Opportunity Designated Agency Official.
- Section III.A.1.c.(1): Added language to include a TBCJ official designated by the chairman as a Step Three responding authority for an EEO rule violation.
- Section III.A.1.c.(2): Added language that for all other Step Three grievances, the responding authority shall be a TBCJ official designated by the chairman or a TDCJ official designated by the executive director.
- Section III.A.2: Added language regarding the responding authority to state that if the requested relief is outside the authority of the designated TBCJ official, the TBCJ official will request final approval from the chairman.
- Grammatical and formatting updates were made.