



FILED

AUG 9 1996

Frank Keating
Governor

OKLAHOMA SECRETARY
OF STATE

EXECUTIVE DEPARTMENT

EXECUTIVE ORDER 96-25

I, Frank Keating, Governor of the State of Oklahoma, pursuant to the authority vested in me by Sections 1 and 2 of Article VI of the Oklahoma Constitution, hereby direct the Administrator of the Office of Personnel Management to evaluate the current state of the classification and compensation system for the classified service. Such evaluation shall be for the purpose of making design recommendations for the improvement of the system.

The evaluation findings and design recommendations shall include but not be limited to:

1. Details of the class specifications to replace classes included in the initial class consolidation effort;
2. The placement of existing positions within any proposed replacement classifications;
3. A new salary schedule to accommodate any proposed replacement classifications;
4. Proposed guidelines for advancement within and between salary grades and ranges for the replacement classes;
5. Proposed guidelines for modification of the employee grievance and appeals process, compliance with equal opportunity employment laws, and for potential linkages to employee service evaluation;
6. The impact of proposed changes on the ability of the state personnel system to provide competitive compensation packages to recruit, train, and motivate the state workforce to serve the citizens of Oklahoma;

7. Clear operational descriptions of the procedures to be adopted and implemented and the fiscal impact of those procedures if they are adopted as law by the Oklahoma Legislature and making recommendations for statutes required for implementation of said system; and

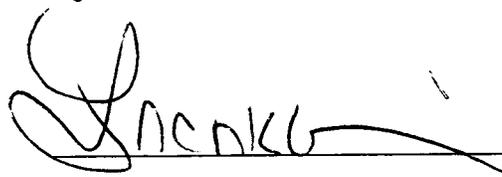
8. Development of a new employee performance management system which should include design of a new employee service evaluation instrument, training in the use of performance management and evaluation for state managers and supervisors, and means for communicating with all state employees about the performance management system.

Appointing authorities of Merit System agencies are hereby directed to assist the Administrator in carrying out the Administrator's responsibilities pursuant to the following paragraphs of this order. The Administrator shall submit the evaluation findings design recommendations and statutory recommendations to the Governor by September 1, 1999.

This Executive Order shall be forwarded to the Administrator of the Office of Personnel Management who shall cause the provisions of this order to be implemented by all appropriate agencies of state government.

IN WITNESS WHEREOF, I, Frank Keating, Governor of the State of Oklahoma, set my hand and cause the Great Seal of the State of Oklahoma to be affixed this 8th day of August, 1996.

BY THE GOVERNOR OF THE STATE OF OKLAHOMA



Attest:



Secretary of State