

PERSONNEL ACTION

CURRENT DATE 2/25/2009
EFFECTIVE DATE 2/25/2009

CURRENT DATA EMPLOYEE I.D.# 028161

NAME Bolton TERRELL D. CODE _____ S.S. NO. _____
 DEPT. NAME Police Services DEPT.# 4610 LOCATION P5-HDQTRS
Director Police Services POSITION/TITLE 3185/01272 CLASS/POSITION _____
 EMPLOYMENT 1/15/2007 ADJ. EMPLOY _____ ANNIV. 7/15 GRADE/STEP AK/56 BASE PAY RATE \$13,551.00

TRANSFERS _____
 (AUTHORIZED SIGNATURE RELEASING DEPARTMENT FORWARD TO RECEIVING DEPARTMENT) DATE _____

NEW DATA FILL IN OR CHECK BOX FOR CHANGED ITEMS ONLY

<p>EMPLOYEE</p> <input type="checkbox"/> (1) Name/Add., Etc. <p>APPOINTMENTS</p> <input type="checkbox"/> (1) New Appoint. <input type="checkbox"/> (2) Rehire <p>JOB I.D. CHANGE</p> <input type="checkbox"/> (1) Class <input type="checkbox"/> (2) REclass <p>TRANSFERS</p> <input type="checkbox"/> (1) Department <input type="checkbox"/> (2) Dept.#	<p>RATE CHANGE</p> <input type="checkbox"/> (1) 6 Mo. Work Test Incr. <input type="checkbox"/> (2) 12 Mo. Work Test Incr. <input type="checkbox"/> (3) Merit Incr. <input type="checkbox"/> (4) A-T-B Increase <input type="checkbox"/> (5) Sal/Rng. Adj. <input type="checkbox"/> (6) Merit Exempt Incr. <p>PROMOTION - DEMOTION</p> <input type="checkbox"/> (1) Promotion <input type="checkbox"/> (2) Vol. Demotion <input type="checkbox"/> (3) Invol. Demotion	<p>SEPARATIONS</p> <input type="checkbox"/> (1) Paid Military <input type="checkbox"/> (2) Suspension <input checked="" type="checkbox"/> (3) Termination <p>LEAVE OF ABS. - NO PAY</p> <input type="checkbox"/> (1) Maternity <input type="checkbox"/> (2) Personal <input type="checkbox"/> (3) Ext. Sick <input type="checkbox"/> (4) Return <input type="checkbox"/> (5) Workers' Comp	<p>STATUS</p> <input type="checkbox"/> (1) Perm. <input type="checkbox"/> (2) Temp. <input type="checkbox"/> (3) Part-Time <input type="checkbox"/> (4) Time-Limited <p>BASIS</p> <input type="checkbox"/> (1) Hourly <input type="checkbox"/> (2) Monthly <p>PAY PERIOD</p> <input type="checkbox"/> (1) Weekly <input type="checkbox"/> (2) Biweekly <input type="checkbox"/> (3) Monthly	<p>EMPLOYEE TYPE</p> <input type="checkbox"/> (1) Elected <input type="checkbox"/> (2) Sal/Full-t <input type="checkbox"/> (3) Sal/Part-t <p>LEAVE PLAN</p> <input type="checkbox"/> (1) Yes <input type="checkbox"/> (2) No <p>CORRECTIONS ESA</p> <input type="checkbox"/> _____ <input type="checkbox"/> _____
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Please collect amount indicated on Police Issue Record #1, from Leave Payout

NAME From Leave Payout CODE _____ S.S. NO. _____
 ADDRESS _____ HOME PHONE _____
 EMERGENCY TELEPHONE _____ EMERGENCY CONTACT & ADDRESS _____
 RELATION _____ DEPT. NAME _____ DEPT.# _____ LOC. CODE _____

CLASS/POSITION _____ POSITION/TITLE _____ GRADE/STEP _____ BASE PAY RATE _____

CDL REQUIRED Yes No SUPERVISORY POSITION Yes No

WORK PHONE _____

LONGEVITY	OTHER INCENTIVES
INCENTIVE/CODE	

MERIT	MERIT EXEMPT	DATE	DATA EMPLOYMENT	ADJ. EMPLOY.	ANNIV.	BIRTHDATE	REV.CODE

IF APPOINTMENT HAS PRIOR SERVICE, GIVE DEPT./FROM AND TO DATES

DEPT. (1) _____ FROM: _____ TO: _____
 DEPT. (2) _____ FROM: _____ TO: _____

HUMAN RESOURCES AND MERIT SYSTEM ONLY. PENSION YES NO CODE () INSURANCE ()

SEPARATIONS: (ATTACH WRITTEN EXPLANATION) REASON: Termination / ESE INS
 SEPARATION DATES: FROM 1/15/2007 TO 2/24/2009 BENEFITS DUE: ANN LV 98 HOL _____

PERSON COMPLETING FORM/PHONE _____ PERSONNEL VERIFICATION ONLY (SIGNATURE ABOVE DOES NOT CONFER MERIT STATUS) _____ PERSONNEL RECORDS-DATE EM 3/31/09
 DEPARTMENT HEAD/APPOINTING AUTHORITY _____ HUMAN RESOURCES & MERIT SYSTEM DIRECTOR _____