

LAW ENFORCEMENT MERIT SYSTEM COUNCIL
SUBSTANTIVE POLICY STATEMENT #3-2000

LIST MERGING

The Law Enforcement Merit System Council (Council) has adopted rules relating to establishing a new employment eligibility list and merging the existing list with the new list. This Substantive Policy Statement is to inform the general public and members of the Department of Public Safety (Department) of the Council's interpretation of the rule relating to establishing a new employment eligibility list and merging the existing list with the new list.

R13-5-304.E.2 Merging a List states:

“If three (3) or fewer candidates remain on an existing list, Human Resources may establish a new list and merge the existing list with the new list. When the merged list is established, Human Resources shall rearrange the names in descending order of the candidates’ final scores and notify the candidates of their relative ranking. Human Resources shall remove a candidate’s name from the new list on the expiration date of the candidate’s original list.”

The Department's Human Resources Bureau is proposing an aggressive recruitment campaign for the classification of Cadet Officer. The Department wishes to test at multiple locations throughout the state on a regular (i.e. quarterly) basis throughout the year. Candidates with an overall passing score would be merged (in rank order) with candidates on the existing list. Eligible candidates would remain on the list for a period of one year. The Department believes that strong recruitment efforts, along with regular testing, will provide the very best candidate at any time-period throughout the year.

In order to allow the Department to recruit and attract highly desirable candidates for the classification of Cadet Officer, Human Resources may conduct periodic or continuous testing of applicants for the classification of Cadet Officer and merge successful candidates with candidates on the existing eligibility list, as outlined in R13-5-304.E.2.

Approved and entered into the minutes on June 21, 2000.

J.G. Landau, Chairman

G.W. McKinney, Vice-Chairman

This substantive policy statement is advisory only. A substantive policy statement does not include internal procedural documents that only affect the internal procedures of the agency and does not impose additional requirements or penalties on regulated parties or include confidential information or rules made in accordance with the Arizona administrative procedure act. If you believe that this substantive policy statement does impose additional requirements or penalties on regulated parties you may petition the agency under section 41-1033, Arizona Revised Statutes, for a review of the statement.