



**CIVIL SERVICE COMMISSION
CITY AND COUNTY OF SAN FRANCISCO**

**LONDON N. BREED
MAYOR**

**MEMORANDUM
CSC NO. 2023 – 02**

Date: October 20, 2023

To: Department Heads
Department Personnel Officers
Employee Organization Representatives

From: Sandra Eng
Executive Director

Subject: **Notice of Posting:**
Proposed Amendments to Civil Service Commission Rule Series 002 Definitions, 009 Position Classification, 013 Certification of Eligibles, 014 Appointments, 020 Leaves of Absence, and 021 Layoffs in Volumes I – IV.

At the Regular Meetings of October 2, 2023, and October 16, 2023, the Department of Human Resources and the Municipal Transportation Agency proposed amendments to Rule Series 002 Definitions, 009 Position Classification, 013 Certification of Eligibles, 014 Appointments, 020 Leaves of Absence, and 021 Layoffs to modernize and expedite hiring. The Civil Service Commission (Commission) adopted the report and directed the Executive Officer to post the proposed rule amendments with modifications made by the Commission. The Department of Human Resources and the Municipal Transportation Agency will schedule informational meetings with the City's labor partners on the proposed changes.

If you have additional questions, please contact me at Sandra.Eng@sfgov.org.

Attachments

cc: Jaqueline Minor, President, Civil Service Commission
Kate Favetti, Vice President, Civil Service Commission
FX Crowley, Commissioner, Civil Service Commission
Vitus Leung, Commissioner, Civil Service Commission
Elizabeth Salveson, Commissioner, Civil Service Commission