

New York State Department of Civil Service

THE STATE OFFICE BUILDING CAMPUS • ALBANY, NEW YORK 12239

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July 1981

Enclosed is the most recent revision (June 17, 1981) of the New York State Title and Salary Plan. PLEASE DESTROY ALL PREVIOUS EDITIONS OF THIS PLAN.

Part A of this plan lists alphabetically titles for all established positions in the classified service (competitive, noncompetitive, exempt, and labor classes).

Part B of this plan lists titles in the classified service in numeric sequence by title code.

Part C of this plan groups all classes in a single negotiating unit together in ascending salary grade order.


Part D of this plan lists titles for all unclassified service positions and titles for positions which were pending Budget Division approval at the time of this revision.

We call your attention to the stars which precede about 550 of the titles in the plan. This star indicates those titles for which new positions may be classified under "short-form classification" CC-1A procedures. In addition, existing positions may be reclassified to these titles by using Form CC-2A.

We also call your attention to column headed "STNDS/SPECS" which shows whether Classification Standards or Classification Specifications have been published for the title. A code of four numbers indicates a pre-1976 series specification. A code of seven numbers followed by letter "F" indicates that a final Classification Standard or post-1976 Specification has been issued, while seven numbers followed by letter "T" indicates that tentative Classification Specification or post-1976 Specification has been published. Tentative Standards or Specifications have only limited distribution. The seven numbers represent the "Occ. Code" which is usually, but not always the same as the Title Code.

It continues to be extremely important that a copy of this plan be available to personnel and payroll staff. PLEASE BE SURE THAT THIS REVISED PLAN IS AVAILABLE TO THAT STAFF. If you need additional copies of the plan, we will send more while our supply lasts.

Explanation of the coding commonly used in two of the more important columns contained in this plan is provided below.


W. Barry Lorch
Director of Classification
and Compensation

Enclosure

JC - Jurisdictional Classification

- 0 - Competitive
- 1 - Noncompetitive Class
- 2 - Exempt
- 3 - Labor Class
- 4 - Unclassified Service
- 5 - "Other"
- 6 - Pending Noncompetitive
- 7 - Pending Exempt
- 8 - Pending Labor

Neg U - Negotiating Unit

- 01 - Security Unit
- 02 - Administrative Services
- 03 - Operational Services
- 04 - Institutional Services
- 05 - Professional, Scientific,
and Technical Services
- 06 - Managerial/Confidential
- 61 - Security Supervisors Unit
- 09 - NYS Teachers' Retirement System
- 16 - NYS Housing Finance Agency
- 66 - Public Employment Relations Board