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GENERAL CIRCULAR NUMBER 2024-022

DATE: June 5, 2024

TO: Heads of State Agencies and Human Resources Directors

SUBJECT: Approved Adoption to Chapter 18 of the Civil Service Rules

At its General Business meeting held on June 5, 2024, the State Civil Service Commission adopted Civil Service Rule 18.16, effective July 1, 2024.

Civil Service Rule 18.16 allows the Director of the Department of State Civil Service to make exceptions to the transition rules for rational business reasons. The transition rules will be effect from July 1, 2024 through December 31, 2024, as the department transitions from the current paper-based Performance Evaluation System (PES) to Continuous Performance Management (CPM) effective January 1, 2025.

The amended Chapter reads as follows:

[Chapter 18: Transition Rules](#)

18.16 Exceptions

The Director may make exceptions to these rules for rational business reasons.

Should you have any questions about the rule, please contact your agency's Human Resources Office or [Elizabeth Montalbano](#), State Civil Service HR Program Support Division Administrator.

Sincerely,

s/Byron P. Decoteau, Jr.
Director