

STATE OF MAINE

Department of Personnel

January 18, 1977

PERSONNEL MEMORANDUM 4-77

TO: All Agency Heads

SUBJECT: Performance Appraisal Appeals

1. Because of the large influx of performance appraisal/merit increase appeals submitted directly to this department, and because of the limited ability to review and adjudicate the number of appeals on hand and anticipated, the attached changes to Personnel Bulletin 10.2 are published for compliance by all agencies.
2. The appeals currently pending will be returned to agencies and the employees will be notified that each will have 10 calendar days to appeal using this procedure.
3. In addition, all employees will be furnished with a copy of the Performance Appraisal Appeals Procedure by the agency at the time they are notified of results by the rater. A sample copy is attached.

Robert J. Stolt
Commissioner of Personnel

Attachment