

**DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL
SERVICES**

Bureau of Human Resources

December 1, 1994

HUMAN RESOURCES MEMORANDUM 13-94

TO: Agency Personnel Officers and Managers
SUBJECT: Redline Reason Codes

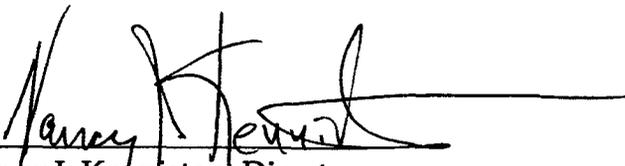
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The purpose of this memorandum is to inform all agencies of the addition of redline reasons and codes to the MFASIS system. This information will allow this Bureau and line agencies to manage compensation more efficiently for all employees who are redlined.

The H0BU6 screen has been changed to allow for up to three reasons for redlining an employee. This information appears immediately below the "Appointment End Date" field in the right hand column of the screen. Redline reasons will be maintained by the Bureau of Human Resources. Line agency personnel will have "read only" access. A list of redline reasons and a copy of the new H0BU6 screen are enclosed for your information.

Redline reasons have also been added to HRP's. New HRP's for all active and inactive employees who are redlined are enclosed with this memorandum.

Thank you.


Nancy J. Kenniston, Director
BUREAU OF HUMAN RESOURCES

REDLINE REASON CODES AND REASONS

<u>Code</u>	<u>Decoded Value</u>	<u>Reason for Redlined Status</u>
A	ABOVE AUTH STEP	Above authorized step
B	SAL INCRS WITHHELD	Salary increase withheld
C	TRAINEE/ APPRENTICE	Trainee or Apprentice
D	GOVERNMENT INTERN	Government Intern
E	SPECIAL RETIRE PLAN	Special Retirement Plan (70/80%)
F	SAL SET BY STATUTE	Salary Set by Statute
G	NO SALARY TABLE	No Salary Table
H	MDEA	Maine Drug Enforcement Agency (Public Safety)
I	PRORATED SALARY	Prorated Salary (Teacher, etc.)
J	SPEC ASSIST TO GOV	Special Assistant to the Governor
K	PROJECT	Project Employee
L	2/3 DISABILITY	Confidential Employee 2/3 Disability
M	BUD MEMO/ FIN ORDER	Budget Memo or Financial Order Required
N	LEGISLATIVE	Legislative Employee
O	JUDICIAL	Judicial Employee

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