ARTICLE V

GENERAL PROVISIONS

The provisions set forth in this and all other Articles of this Act are limitations on the appropriations made in this Act. It is the purpose of the Legislature in enacting this bill only to appropriate funds and to restrict and limit by its provisions the amount and conditions under which the appropriations can be expended.

PROVISIONS RELATING TO THE POSITION CLASSIFICATION PLAN

Section 1. Except as otherwise specifically provided in this Act, expenditures of appropriations for the salaries of employees in classified positions in all affected agencies named in Article I, II, IV and the Central Education Agency and Schools for the Deaf and Blind in Article III of this Act, shall be governed by and be in conformity with the provisions of this Section, including the following list of position classification numbers, position titles, salary group allocations, and rates of pay in classification salary schedules hereinafter provided. As used with respect to salary ranges, "minimum" means the lowest rate in a salary range; "midpoint" means the rate designated as Step 4; and "maximum" means the rate designated as Step 8.

DETAILED LISTING OF ALL CLASSIFIED POSITIONS

Class Number	Position Title	Salary Group
0005	Switchboard Operator	03
0008	Switchboard Operator Supervisor	05
0011	Messenger	02
0051	Clerk I	02
0053	Clerk II	04
0055	Clerk III	06
0061	Clerical Supervisor I	06
0063	Clerical Supervisor II	07
0065	Clerical Supervisor III	09
0067	Clerical Supervisor IV	11
0103	Clerk Typist I	03
0106	Clerk Typist II	04
0126	Stenographer I	04
0127	Stenographer II	05
0128	Stenographer III	06
0131	Secretary I	04
0133	Secretary II	05
0135	Secretary III	07
0137	Legal Secretary	09
0138	Administrative Secretary	09
0139	Personal Secretary to the Governor	12
0140	Hearings Typist I	07
0141	Hearings Reporter I	10
0142	Hearings Reporter II	12
0143	Hearings Reporter III	14
0161	Teletype Operator	05
0201	Key Entry Operator I	04
0203	Key Entry Operator II	06
0205	Key Entry Operator III	08
0206	Key Entry Operator IV	10
0211	Key Entry Supervisor I	09
0213	Key Entry Supervisor II	11
0221	ADP Equipment Operator I	07
0223	ADP Equipment Operator II	09
0225	ADP Equipment Operator III	11
0227	ADP Equipment Operator IV	14
0231	ADP Supervisor I	12
0232	ADP Supervisor II	14

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

0233	ADP Supervisor III	16
0234	ADP Supervisor IV	18
0239	ADP Programmer Apprentice	12
0240	ADP Programmer I	14
0241	ADP Programmer II	16
0242	ADP Programmer III	18
0243	ADP Programmer IV	20
0244	ADP Record Control Clerk I	05
0245	ADP Record Control Clerk II	07
0246	ADP Record Control Clerk III	09
0247	Magnetic Tape Librarian	08
0251	Programmer Analyst I	18
0252	Programmer Analyst II	20
0253	Programmer Analyst III	21
0255	Systems Support Specialist I	10
0257	Systems Support Specialist II	12
0259	Systems Support Specialist III	14
0260	Systems Analyst I	16
0262	Systems Analyst II	18
0264	Systems Analyst III	20
0266	Systems Analyst IV	21
0273	Assistant Director of ADP	21
0274	Director of ADP I	19
0275	Director of ADP II	21
0290	Word Processing Operator I	06
0292	Word Processing Operator II	08
0294	Word Processing Operator III	10
0306	Duplicating Machine Operator I	05
0308	Duplicating Machine Operator II	08
0309	Reproduction Equipment Operator I	09
0310	Reproduction Equipment Operator II	11
0311	Reproduction Equipment Operator III	13
0316	Reproduction Equipment Supervisor I	12
0317	Reproduction Equipment Supervisor II	14
0318	Reproduction Equipment Supervisor III	16
0320	Director of Reprographics	18
0325	Bindery Technician	04
0326	Bookbinder	07
0327	Bindery Supervisor	11
0330	Photocomposer I	04
0332	Photocomposer II	06
0334	Photocomposer III	08
0336	Photocomposer Supervisor	11
0340	Microfilm Camera Operator I	06
0341	Microfilm Camera Operator II	08
0343	Micrographics Technician I	09
0344	Micrographics Technician II	11
0346	Micrographics Supervisor I	13
0347	Micrographics Supervisor II	15
0351	Darkroom Technician	06
0361	Photographer I	10
0363	Photographer II	12
0365	Photographer III	14
0367	Photographer IV	16
0382	Laminator Operator	07
0384	Laminator Supervisor	10
0386	Document Conservation Technician	08
0389	Document Conservation Supervisor	11
0411	Deputy Clerk, Court of Criminal Appeals	14
0421	Deputy Clerk, Supreme Court	11
0515	Planning Assistant	16
0516	Planner I	17

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

0517	Planner II	19
0518	Planner III	20
0519	Planner IV	21
0520	Director, Program Planning	21
0540	Research Assistant I	11
0542	Research Assistant II	13
0544	Research Specialist I	15
0546	Research Specialist II	17
0548	Research Specialist III	18
0550	Director of Research	19
0552	Research Associate	19
0554	Chief of Research	21
1001	Accounting Clerk I	04
1002	Accounting Clerk II	06
1003	Accounting Clerk III	08
1046	Assistant Division Director, State Comptroller	20
1051	Hearings Examiner IV	21
1052	Hearings Examiner III	19
1053	Hearings Examiner II	17
1054	Hearings Examiner I	14
1056	Prehearing Examiner, Industrial Accident Board	20
1059	Taxpayer Compliance Officer I	11
1060	Taxpayer Compliance Officer II	12
1061	Taxpayer Compliance Officer III	14
1063	Taxpayer Compliance Supervisor I	16
1064	Taxpayer Compliance Supervisor II	17
1065	Regional Manager, Field Operations Division	20
1067	Senior Enforcement Officer I	16
1068	Senior Enforcement Officer II	18
1070	Senior Tax Auditor I	18
1071	Senior Tax Auditor II	21
1074	Financial Institutions Examiner I	11
1075	Financial Institutions Examiner II	13
1076	Financial Institutions Examiner III	15
1077	Financial Institutions Examiner IV	17
1078	Financial Institutions Examiner V	19
1081	Accounts Examiner I	11
1082	Accounts Examiner II	13
1083	Accounts Examiner III	15
1084	Supervising Auditor I	18
1085	Supervising Auditor II	20
1086	Accounts Examiner IV	17
1087	Supervising Accounts Examiner	17
1088	Auditor I	12
1089	Auditor II	14
1090	Auditor III	16
1091	Assistant State Auditor I	13
1092	Assistant State Auditor II	15
1093	Assistant State Auditor III	17
1097	Supervising Assistant State Auditor I	19
1098	Supervising Assistant State Auditor II	21
1101	Insurance Examiner I	12
1102	Insurance Examiner II	14
1103	Insurance Examiner III	16
1107	Insurance Examiner IV	18
1108	Insurance Examiner V	19
1114	Assistant Chief Insurance Examiner	21
1136	Assistant Director, Registration Division	21
1138	Assistant Director, Enforcement Division	21
1139	Director, Institutional Registration Division	21
1140	Dealer Registration Director	21
1141	Securities Investigator	15

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

1142	Senior Examiner	19
1144	Supervising Analyst	19
1145	Securities Analyst	15
1146	Senior Analyst	17
1147	Supervising Examiner	20
1150	Budget Examiner I	14
1151	Budget Examiner II	17
1152	Budget Examiner III	19
1153	Budget Examiner IV	21
1155	Budget Analyst I	14
1156	Budget Analyst II	17
1157	Budget Analyst III	19
1158	Budget Analyst IV	21
1161	Accountant I	11
1162	Accountant II	13
1163	Accountant III	16
1164	Chief Accountant I	17
1165	Chief Accountant II	19
1166	Chief Accountant III	20
1168	Fiscal Director	19
1169	Director of Finance	20
1180	Assistant Investment Officer	21
1191	Receiver, General Land Office	12
1203	Director of School Audits	21
1205	Assistant Director, Auditing and Tax Reporting	21
1206	Assistant Director of Auditing	19
1207	Director of Auditing	21
1208	Director of Accounting	21
1209	Management Audit Assistant	14
1211	Management Auditor I	15
1213	Management Auditor II	17
1215	Supervising Management Auditor	19
1217	Management Audit Director	21
1227	Director of Warrant Division, Treasury Department	18
1300	State Program Officer	15
1301	State Technical Operations Officer	14
1302	Emergency Information Planner	14
1303	Regional Liaison Officer	14
1308	State Operations Officer	15
1313	Emergency Resources Management Officer	16
1314	Emergency Resources Planning Officer	16
1327	Deputy State Coordinator	17
1329	State Coordinator, Defense and Disaster Relief	21
1355	Governor's Clemency Assistant	12
1501	Administrative Technician I	08
1502	Administrative Technician II	11
1503	Administrative Technician III	13
1504	Administrative Technician IV	15
1506	Administrative Assistant	17
1513	Office Services Supervisor I	06
1514	Office Services Supervisor II	09
1515	Office Services Supervisor III	12
1545	Division Director	21
1549	Director of Records Service	18
1550	Staff Services Assistant	16
1551	Staff Services Officer I	19
1552	Administrator of Technical Programs I	17
1553	Staff Services Officer II	20
1554	Chief of Staff Services	21
1555	Administrator of Technical Programs II	19
1556	Assistant Chief of Special Programs	18
1557	Director of Programs	20

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

1558	Special Project Director	21
1559	Director, Special Programs	21
1561	Operations Director I	19
1562	Operations Director II	20
1568	Staff Development Specialist I	17
1569	Staff Development Specialist II	19
1570	Staff Development Specialist III	21
1576	Time Distribution Specialist I	13
1577	Time Distribution Specialist II	15
1580	Field Records Analyst	09
1581	Methods and Procedures Specialist	16
1582	Technical Writer	15
1584	Administrative Procedures Technician	16
1645	Assistant Executive Secretary, VLB	18
1656	Director of Business Management	18
1657	Business Manager I	17
1658	Business Manager II	19
1659	Business Manager III	21
1700	Ombudsman	20
1701	Personnel Clerk I	04
1702	Personnel Clerk II	06
1703	Personnel Clerk III	08
1711	Personnel Assistant I	11
1712	Personnel Assistant II	13
1721	Position Classification Analyst I	14
1722	Position Classification Analyst II	17
1724	Assistant Classification Officer	19
1726	Personnel Technician	16
1727	Personnel Management Specialist	18
1731	Personnel Officer I	15
1732	Personnel Officer II	16
1733	Personnel Officer III	17
1749	Assistant Personnel Director	16
1750	Personnel Director I	18
1751	Personnel Director II	19
1755	Director, Personnel and Staff Development	21
1763	Training Officer	15
1765	Training Specialist	14
1766	Director of Training and Staff Development	19
1767	Assistant Director of Training	15
1768	Director of Training	17
1781	Test Development Specialist I	12
1782	Test Development Specialist II	14
1783	Test Development Specialist III	16
1795	Civil Rights Compliance Specialist	17
1801	Statistical Clerk I	04
1802	Statistical Clerk II	06
1803	Statistical Clerk III	08
1805	Land Inventory and Classification Analyst	12
1807	Nosologist I, Department of Health	08
1808	Nosologist II, Department of Health	10
1811	Statistician I	09
1812	Statistician II	12
1813	Statistician III	15
1815	Rate Statistician	17
1816	Assistant Director, Reports and Statistics	17
1817	Director, Reports and Statistics	19
1818	Assistant Chief of Economic Research and Analysis	18
1819	Chief of Economic Research and Analysis	21
1822	Director, Research Analysis and Statistics	21
1831	Traffic Recorder I	05
1832	Traffic Recorder II	06

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

1833	Traffic Recorder III	08
1834	Traffic Recorder IV	10
1841	Analyst Traffic Survey	06
1845	Traffic Survey Supervisor	14
1853	Manager, Urban Traffic Studies	17
1855	Assistant Traffic Manager	16
1858	Traffic Manager	18
1859	Journalist I	10
1860	Journalist II	12
1861	Coordinator, Informational Media	18
1862	Information Specialist I	14
1863	Information Specialist II	16
1864	Information Specialist III	18
1866	Research and Information Specialist	21
1867	Educational Writer	16
1868	Chief of Community Relations	19
1869	Chief of Media Relations	19
1873	Exhibit Technician I	10
1874	Exhibit Technician II	12
1875	Exhibit Technician III	14
1881	Travel Counselor I	03
1882	Travel Counselor II	05
1889	Supervisor, Instructional Media Laboratory	16
1890	Audio Visual Technician I	09
1891	Audio Visual Technician II	14
1892	Audio Visual Technician III	16
1894	Museum Attendant	02
1895	Museum Curator	15
1897	Industrial Development Specialist	19
1898	Director of Graphics	18
1899	Audio Visual Director	16
1901	Stock Clerk I	02
1902	Stock Clerk II	04
1903	Stock Clerk III	06
1906	Methods Analyst	14
1911	Warehouse Supervisor	09
1915	Warehouse Superintendent	12
1925	Property Inventory Clerk I	03
1926	Property Inventory Clerk II	06
1929	Property Supervisor	09
1931	Property Manager	14
1940	Purchasing Clerk	10
1941	Purchaser I	13
1942	Purchaser II	16
1943	Purchaser III	19
1944	Senior Buyer	21
1946	Purchasing and Supply Officer I	12
1947	Purchasing and Supply Officer II	14
1951	Purchases Inspector I	11
1952	Purchases Inspector II	14
1953	Purchasing and Supply Officer III	16
1955	Chief, Inspection and Value Analysis Division	18
1958	Specifications Chief	18
1960	Specifications Technician I	14
1961	Specifications Technician II	17
1963	Procurement Specialist, Highway Department	15
1980	Chief, Purchasing and Supply Services	18
1981	Economist Assistant I	12
1983	Economist Assistant II	14
1985	Economist I	16
1986	Economist II	18
1987	Economist III	20

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

1988	Revenue Analyst	19
1989	Chief Revenue and Economic Analyst	20
2000	Draftsman I	08
2001	Draftsman II	12
2002	Draftsman III	15
2005	Superintendent, Graphic Arts	15
2009	Illustrator I	09
2010	Illustrator II	12
2011	Illustrator III	14
2071	Manufacturing Process and Plant Inspector	15
2081	Material Analyst I	06
2082	Material Analyst II	09
2083	Material Analyst III	14
2096	Chief, Mineral Section	16
2101	Safety Instructor, Highway Department	15
2105	District Safety Coordinator, Highway Department	13
2117	Engineering Aide I	02
2118	Engineering Aide II	04
2119	Engineering Aide III	06
2120	Engineering Aide IV	08
2121	Engineering Technician I	08
2122	Engineering Technician II	10
2123	Engineering Technician III	12
2124	Engineering Technician IV	14
2125	Engineering Technician V	16
2127	Engineering Specialist I	18
2129	Engineering Specialist II	20
2151	Engineering Assistant I	14
2153	Engineering Assistant II	15
2155	Engineering Assistant III	16
2156	Engineer I	17
2158	Engineer II	18
2159	Superintendent of Utilities	21
2160	Engineer III	19
2162	Engineer IV	20
2164	Engineer V	21
2191	Utility Specialist I	17
2192	Utility Specialist II	19
2193	Utility Specialist III	20
2194	Utility Specialist IV	21
2251	Architect Assistant I	14
2253	Architect Assistant II	15
2256	Architect I	17
2258	Architect II	18
2260	Architect III	19
2262	Architect IV	20
2264	Architect V	21
2270	Restoration Consultant	19
2351	Geologist Assistant I	14
2353	Geologist Assistant II	15
2355	Geologist Assistant III	16
2356	Geologist I	17
2358	Geologist II	18
2360	Geologist III	19
2362	Geologist IV	20
2364	Geologist V	21
2366	Chief of Building Engineering and Management	21
2451	Landscape Architect Assistant I	14
2453	Landscape Architect Assistant II	15
2456	Landscape Architect I	17
2458	Landscape Architect II	18
2460	Landscape Architect III	19

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

2462	Landscape Architect IV	20
2464	Landscape Architect V	21
2551	Hydrologist Assistant I	14
2553	Hydrologist Assistant II	15
2556	Hydrologist I	17
2558	Hydrologist II	18
2560	Hydrologist III	19
2562	Hydrologist IV	20
2564	Hydrologist V	21
2661	Chemist I	11
2662	Chemist II	13
2663	Chemist III	15
2664	Chemist IV	17
2665	Chemist V	19
2667	Chemist VI	21
2671	Chemist Toxicologist I	16
2672	Chemist Toxicologist II	17
2673	Chemist Toxicologist III	18
2675	Supervisor, Toxicology Laboratory	19
2729	Arson Investigator I	13
2730	Arson Investigator II	15
2731	Arson Investigator III	17
2732	Arson Investigator IV	19
2733	Arson Investigator V	21
2735	Fire Inspector I	13
2736	Fire Inspector II	15
2737	Fire Inspector III	17
2738	Fire Inspector IV	19
2739	Fire Inspector V	21
2746	Fire and Safety Officer	15
2781	Hearings Officer, Board of Insurance	20
2800	Actuary I	19
2802	Actuary II	20
2804	Actuary III	21
2815	Real Estate Appraiser	16
2816	Supervising Real Estate Appraiser	18
2823	Insurance Technician I	08
2824	Insurance Technician II	10
2825	Insurance Technician III	12
2826	Insurance Technician IV	14
2827	Insurance Technician V	15
2828	Insurance Technician VI	16
2829	Insurance Technician VII	17
2830	Insurance Technician VIII	18
2841	Insurance Specialist I	12
2842	Insurance Specialist II	14
2843	Insurance Specialist III	16
2844	Insurance Specialist IV	17
2845	Insurance Specialist V	18
2880	Insurance Director I	19
2883	Insurance Director II	20
2885	Insurance Director III	21
2910	Retirement Analyst I	08
2911	Retirement Analyst II	10
2912	Retirement Analyst III	12
2917	Senior Retirement Analyst I	14
2919	Senior Retirement Analyst II	16
3001	Interviewing Clerk	08
3003	Youth Program Supervisor	16
3005	Employment Interviewer I	10
3006	Employment Interviewer II	11
3007	Employment Interviewer III	12

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

3009	Employment Interviewer IV	13
3011	Supervising Interviewer	13
3020	Counselor Interviewer	12
3021	Employment Counselor I	13
3022	Employment Counselor II	14
3023	Employment Counselor III	15
3026	Employment Specialist	12
3030	Interviewer/Veterans Representative	12
3031	Veterans Employment Representative I	13
3032	Veterans Employment Representative II	14
3033	Veterans Employment Representative III	15
3034	Equal Employment Opportunity Representative	14
3036	Employment Security Labor Representative	15
3038	Senior Employment Security Labor Representative	17
3039	Employment Security Labor Representative Coordinator	18
3041	Employment Supervisor I	14
3042	Employment Supervisor II	15
3043	Employment Supervisor III	16
3044	Monitor/Advocate I	17
3045	Monitor/Advocate II	19
3051	Area Manager I	14
3052	Area Manager II	15
3053	Area Manager III	16
3054	Area Manager IV	17
3061	Employment Security Field Assistant	17
3071	Employment Security Assistant District Director	18
3075	Area Manager V	18
3081	Employment Security District Director I	19
3082	Employment Security District Director II	20
3083	Employment Security District Director III	21
3101	Employment Technician I	13
3102	Employment Technician II	14
3103	Employment Technician III	16
3108	Supervisor of Technical Services	17
3121	Placement Specialist I	15
3122	Placement Specialist II	16
3123	Supervisor, Placement Field Services	17
3127	Assistant Chief of Placement, TEC	18
3129	Chief of Placement, TEC	21
3131	Employment Research Specialist	16
3133	Manpower Training Specialist	14
3134	Manpower Training Coordinator	17
3135	District Trainer I	13
3136	District Trainer II	14
3141	Labor Market Analyst I	12
3142	Labor Market Analyst II	13
3143	Labor Market Analyst III	15
3148	Supervising Labor Market Analyst	16
3151	Unemployment Insurance Claims Examiner I	10
3152	Unemployment Insurance Claims Examiner II	12
3153	Unemployment Insurance Claims Examiner III	13
3158	Supervising Unemployment Insurance Claims Examiner	14
3171	Unemployment Insurance Specialist I	15
3172	Unemployment Insurance Specialist II	16
3174	Supervisor, Unemployment Insurance Field Service	17
3184	Unemployment Insurance Supervisor	17
3190	Appeals Referee I, TEC	14
3191	Appeals Referee II, TEC	15
3192	Appeals Referee III, TEC	17
3193	Assistant Supervisor of Appeals, TEC	18
3194	Supervisor of Appeals, TEC	20
3195	Unemployment Tax Supervisor, TEC	16

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

3197	Assistant Chief of Unemployment Insurance, TEC	18
3198	Chief of Unemployment Insurance, TEC	21
3199	Assistant Chief of Tax, TEC	18
3200	Chief of Tax, TEC	21
3201	Deputy Assistant Administrator	21
3202	Associate Chief of Employment Service	19
3203	Chief of Special Programs, TEC	21
3206	Premises Specialist	14
3207	Assistant Supervisor of Premises, TEC	17
3208	Supervisor of Premises	19
3209	Associate Chief of Unemployment Insurance	19
3211	Unemployment Tax Specialist I	15
3212	Unemployment Tax Specialist II	16
3214	Supervisor, Unemployment Tax Field Service	17
3221	Employment Security Program Advisor	19
3225	Confidential Assistant to Commissioner, TEC	19
3425	Supervising Inspector	16
3451	Inspector I, Labor and Standards	10
3452	Inspector II, Labor and Standards	12
3453	Inspector III, Labor and Standards	14
3461	Investigator I, Labor and Standards	10
3462	Investigator II, Labor and Standards	12
3463	Investigator III, Labor and Standards	14
3470	Nuclear Power Plant Inspector	18
3471	Pressure Vessel Plant Inspector	16
3501	Legal Examiner	21
3510	Director of Hearings	21
3511	Assistant Director of Hearings	19
3513	Assistant Attorney General I	15
3514	Assistant Attorney General II	17
3515	Assistant Attorney General III	18
3516	Assistant Attorney General IV	19
3531	Attorney I	14
3532	Attorney II	15
3533	Attorney III	17
3534	Legal Clerk I	14
3535	Legal Clerk II	15
3536	Legal Clerk III	17
3537	Legal Clerk IV	18
3538	Legal Clerk V	19
3539	Legal Clerk VI	21
3550	Deputy Clerk I	09
3552	Deputy Clerk II	11
3554	Deputy Clerk III	14
3556	Deputy Clerk IV	17
3560	Appellate Secretary I	09
3562	Appellate Secretary II	11
3564	Appellate Secretary III	13
3605	Legal Counselor	19
3606	Assistant General Counsel	18
3607	General Counsel	21
3637	Legal Consultant, Department of Health	19
3643	Investigator I	12
3644	Investigator II	14
3645	Investigator III	16
3646	Supervising Investigator	18
3647	Assistant Chief Examiner, Water Rights Commission	20
3701	Right of Way Appraiser I	13
3702	Right of Way Appraiser II	15
3705	Right of Way Appraiser III	19
3721	Right of Way Agent I	12
3722	Right of Way Agent II	14

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

3723	Right of Way Agent III	16
3726	Right of Way Agent IV	18
3741	Right of Way Utility Agent I	11
3742	Right of Way Utility Agent II	13
3743	Right of Way Utility Agent III	16
3746	Right of Way Utility Agent IV	18
3776	Senior Investigator-Examiner	17
3780	Right of Way Attorney I	14
3781	Right of Way Attorney II	15
3783	Right of Way Attorney III	19
3797	Superintendent of Contracts	18
3802	Claims Officer I	09
3803	Claims Officer II	11
3804	Claims Officer III	13
3806	Claims Officer IV	15
3900	Appraiser I	13
3901	Appraiser II	15
3902	Appraiser III	17
3903	Supervising Appraiser	19
3904	Chief Appraiser	21
4001	Nutritionist I	11
4002	Nutritionist II	13
4003	Nutritionist III	15
4004	Nutritionist IV	18
4005	Nutritionist V	20
4021	Medical Records Clerk	06
4024	Supervising Clerk, Medical Registry	09
4041	Visual Education Specialist	11
4051	Instructor, Public Health Education	11
4052	Specialist, Child Health I	15
4053	Specialist, Child Health II	17
4054	Specialist, Child Health III	19
4055	Health Program Specialist I, Department of Health	17
4056	Health Program Specialist II, Department of Health	19
4060	Environmental Quality Specialist I	11
4061	Environmental Quality Specialist II	13
4062	Environmental Quality Specialist III	15
4063	Environmental Quality Specialist IV	17
4064	Environmental Quality Specialist V	19
4065	Environmental Quality Specialist VI	21
4070	Public Health Technician I	11
4072	Public Health Technician II	13
4074	Public Health Technician III	15
4076	Public Health Technician IV	17
4081	Epidemiologist I	15
4082	Epidemiologist II	17
4083	Epidemiologist III	19
4084	Epidemiologist IV	21
4091	Assistant Director, Crippled Childrens Division, Department of Health	21
4108	Sanitation Inspector I	07
4109	Sanitation Inspector II	11
4111	Sanitarian I	11
4112	Sanitarian II	13
4113	Sanitarian III	15
4114	Sanitarian IV	17
4115	Sanitarian V	19
4116	Sanitarian VI	21
4121	Meat Inspector I	08
4122	Meat Inspector II	11
4123	Meat Inspector III	13
4124	Veterinarian I	17

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

4125	Veterinarian II	19
4127	Veterinarian III	21
4141	Inspector I	09
4142	Inspector II	11
4143	Inspector III	13
4158	Consultant Hospital Administration I	17
4159	Consultant Hospital Administration II	19
4160	Consultant Hospital Administration III	21
4174	Assistant Director, Nursing and Convalescent Homes	21
4191	Investigator, Medical Practices I	13
4192	Investigator, Medical Practices II	15
4195	Assistant Executive Director, Dental Board	21
4199	Investigator, Dental Board	16
4203	Laboratory Technician I	03
4204	Laboratory Technician II	05
4206	Laboratory Technician III	07
4207	Laboratory Technician IV	09
4208	Laboratory Technician V	11
4211	Rabies Laboratorian	12
4216	Medical Technologist I	12
4217	Medical Technologist II	15
4218	Medical Technologist III	18
4219	Microbiologist I	11
4220	Microbiologist II	13
4221	Microbiologist III	15
4222	Microbiologist IV	17
4223	Microbiologist V	19
4224	Microbiologist VI	21
4227	Entomologist I	12
4228	Entomologist II	15
4229	Entomologist III	18
4257	Laboratory Consultant	18
4290	X-Ray Assistant	03
4291	X-Ray Technician I	06
4292	X-Ray Technician II	08
4293	X-Ray Technician III	11
4298	Electroencephalograph Technician	09
4340	Orthopedic Equipment Assistant	06
4342	Orthopedic Equipment Technican I	08
4344	Orthopedic Equipment Technician II	10
4348	Therapist Technician I	02
4349	Therapist Technician II	04
4350	Therapist Technician III	05
4351	Therapist Technician IV	07
4352	Therapist Technician V	09
4354	Registered Therapist I	12
4355	Registered Therapist II	14
4356	Registered Therapist III	16
4357	Registered Therapist IV	18
4358	Supervisor of Behabilitation Therapies	19
4359	Registered Therapist Assistant I	09
4360	Registered Therapist Assistant II	11
4370	Medical Aide I	02
4372	Medical Aide II	04
4373	Medical Aide III	05
4376	Medical Aide IV	07
4377	Medical Technician I	09
4378	Medical Technician II	11
4379	Medical Technician III	13
4383	Advanced Nurse Practitioner	17
4384	Nurse I	11

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

4385	Nurse II	13
4386	Nurse III	15
4387	Nurse IV	18
4388	Nurse V	20
4389	Assistant Director, Departmental Nursing	21
4390	Director of Nursing Services, Department of Health	21
4391	MHMR Aide	03
4392	MHMR Services Assistant	05
4393	MHMR Specialist I	06
4394	MHMR Specialist II	07
4395	MHMR Supervisor	09
4401	Psychiatric Security Technician I	04
4402	Psychiatric Security Technician II	06
4403	Psychiatric Security Technician III	07
4404	Psychiatric Security Supervisor I	09
4405	Psychiatric Security Supervisor II	11
4411	Licensed Vocational Nurse I	08
4412	Licensed Vocational Nurse II	10
4413	Medical Assistant I	11
4414	Medical Assistant II	13
4420	Physician Assistant I	11
4422	Physician Assistant II	13
4424	Pulmonary Physiology Technician	09
4426	Inhalation Therapist I	07
4427	Inhalation Therapist II	09
4428	Inhalation Therapist III	11
4429	Inhalation Therapist IV	13
4436	Supervisor of Nurses	11
4465	Director, Student Life and Training	18
4466	Assistant Director, Student Life and Training	13
4467	Associate Director of Vocational Nurse Training	16
4468	Director of Vocational Nurse Training	18
4469	Nursing Consultant	20
4470	Educational Secretary/Deputy Director, Nurse Examiners	21
4481	Dental Assistant I	04
4482	Dental Assistant II	06
4483	Dental Assistant III	08
4484	Dental Lab Technician	12
4488	Dental Hygienist I, Department of Health	13
4489	Dental Hygienist II, Department of Health	16
4490	Pharmacist I	15
4491	Pharmacist II	17
4492	Pharmacist III	19
4501	Correctional Officer I	07
4502	Correctional Officer II	09
4503	Correctional Officer III	11
4530	Sergeant of Correctional Officers	13
4535	Lieutenant of Correctional Officers	14
4536	Captain of Correctional Officers	15
4537	Major of Correctional Officers	17
4550	Assistant Warden	19
4556	Warden I	19
4558	Warden II	21
4607	Assistant Superintendent of Canning Plant	13
4608	Superintendent, Canning Plant	15
4612	Superintendent, Brick Plant	15
4617	Assistant Superintendent of Packing Plant	13
4618	Superintendent, Packing Plant	15
4634	Marketing Agent, Department of Corrections	17
4640	Sales Coordinator, Department of Corrections	14
4645	Industrial Management Assistant	18
4646	Industrial Supervisor I	11

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

4647	Industrial Supervisor II	12
4648	Industrial Supervisor III	13
4649	Industrial Supervisor IV	14
4650	Industrial Supervisor V	16
4651	Industrial Supervisor VI	18
4652	Textile Mill Superintendent	18
4658	Superintendent of Gins	15
4667	Assistant Manager, Livestock and Poultry Production	17
4668	Manager, Livestock and Poultry Production	18
4671	Unit Agriculture Supervisor I	12
4672	Unit Agriculture Supervisor II	13
4673	Unit Agriculture Supervisor III	14
4683	Manager, Edible Crops	18
4684	Supervisor, Field Crop Production	18
4685	Farm Manager I	15
4686	Farm Manager II	16
4687	Supply Distribution Coordinator, Department of Corrections	09
4688	Agricultural Planning Engineer, Department of Corrections	15
4702	Assistant Recreation Supervisor	09
4703	Recreations Supervisor	11
4716	Sociologist I	10
4718	Sociologist II	13
4721	Assistant Director, Classification and Records	16
4723	Director of Classification	18
4731	Instructor, Vocational Education	10
4735	Education Consultant	14
4741	Alcoholism Counselor I	13
4742	Alcoholism Counselor II	14
4743	Director of Alcoholism Counseling	13
4744	Supervising Counselor	14
4750	Commissary Clerk	06
4751	Commissary Manager	07
4752	Canteen Manager I	10
4753	Canteen Manager II	13
4754	Coordinator, Canteen Operations	16
5001	Social Service Worker I	11
5002	Social Service Worker II	12
5003	Social Service Worker III	13
5004	Human Services Specialist	15
5006	Social Service Supervisor	15
5008	Social Service Training Specialist I	16
5009	Social Service Training Specialist II	17
5011	Social Service Case Analyst I	14
5012	Social Service Case Analyst II	16
5014	Social Service Program Consultant	17
5017	Adult Protective Services Specialist	14
5019	Adult Protective Services Supervisor	16
5020	Institutional Licensing Representative	15
5023	Child Protective Services Specialist I	12
5025	Child Protective Services Specialist II	14
5027	Child Protective Services Supervisor	16
5031	Social Service Program Director I	16
5032	Social Service Program Director II	17
5033	Social Service Program Director III	18
5041	Social Service Administrator I	18
5042	Social Service Administrator II	19
5043	Social Service Administrator III	20
5044	Social Service Administrator IV	21
5055	Disability Examiner I	15

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

5057	Disability Examiner II	16
5059	Rehabilitation Technician I	11
5060	Rehabilitation Technician II	13
5061	Disability Determination Officer	16
5062	Vocational Rehabilitation Counselor I	15
5063	Vocational Rehabilitation Counselor II	16
5066	Director, Vocational Rehabilitation	21
5068	Supervising Counselor	17
5069	Consultant, Physically Handicapped	18
5078	Chaplaincy Services Assistant I	09
5079	Chaplaincy Services Assistant II	11
5080	Chaplaincy Services Assistant III	12
5081	Chaplain I	13
5082	Chaplain II	16
5083	Chaplain III	18
5111	Veterans Service Officer I	14
5112	Veterans Service Officer II	16
5113	Supervising Veterans Service Officer	17
5116	Regional Director, Veterans Affairs Commission	19
5118	Rehabilitation Interviewing Clerk	09
5150	Parole Analyst	16
5151	Parole Officer I	13
5152	Parole Officer II	15
5153	Parole Supervisor	17
5165	Parole Regional Supervisor	19
5181	Director, Division of Parole Supervision	21
5190	Youth Activities Supervisor I	07
5191	Youth Activities Supervisor II	08
5192	Youth Activities Supervisor III	09
5193	Youth Activities Supervisor IV	10
5201	Houseparent I	06
5203	Houseparent II	08
5205	Director of Recreation	17
5206	Workshop Program Director	18
5210	Director of Cottage Life	13
5211	Caseworker I	09
5212	Caseworker II	12
5213	Caseworker III	15
5214	Chief of Case Work Services	20
5215	Medical Caseworker/Psychiatric Caseworker	18
5216	Caseworker Assistant	06
5218	Clinical Social Work Assistant	08
5220	Clinical Social Worker I	11
5221	Clinical Social Worker II	13
5222	Clinical Social Worker III	15
5223	Clinical Social Worker IV	17
5224	Clinical Social Worker V	18
5226	Chief of Clinical Social Work Services	20
5231	Assistant Volunteer Coordinator I	11
5232	Assistant Volunteer Coordinator II	13
5233	Coordinator for Volunteer Services I	15
5234	Coordinator for Volunteer Services II	17
5242	Assistant Chief of Volunteer Services	18
5243	Chief of Volunteer Services	19
5248	Clinical Psychologist Student	03
5249	Clinical Psychologist Intern	05
5250	Psychologist	16
5251	Clinical Psychologist	17
5252	Psychological Assistant	12
5253	Associate Clinical Psychologist I	15
5254	Associate Clinical Psychologist II	16
5255	Associate Clinical Psychologist III	17

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

5256	Associate Clinical Psychologist IV	18
5261	Mental Health Research Assistant	14
5266	Research Assistant I, TRIMS	16
5267	Research Assistant II, TRIMS	20
5268	Research Technician I	06
5269	Research Technician II	12
5298	Chief Psychiatric Social Worker	20
5351	Rehabilitation Teacher I	10
5352	Rehabilitation Teacher II	12
5354	Rehabilitation Caseworker	14
5377	Supervisor, Field Operations, Commission for the Blind	18
5378	Coordinator of Rehabilitation	16
5401	Program Coordinator, Commission on Alcoholism	14
5411	Regional Coordinator, Commission on Alcoholism	17
5412	Assistant Alcoholism Education Director, Commission on Alcoholism	15
5416	Industrial Consultant	15
5501	Community Service Aide I	02
5502	Community Service Aide II	04
5503	Community Service Aide III	06
5504	Social Services Technician I	07
5505	Social Services Technician II	09
5508	Office Support Clerk	05
5510	Regional Director	21
5511	Assistant Regional Director	19
5512	Program Specialist I	18
5513	Program Specialist II	19
5514	Chief of Program Evaluation	19
5515	Supervisor, Vocational Rehabilitation	18
5520	Quality Control Reviewer	14
5521	Quality Control Supervisor	16
5522	Quality Control Section Director	18
5523	Aging Program Specialist I	17
5524	Aging Program Specialist II	18
5525	Aging Program Specialist III	19
5530	Child Development Specialist I	09
5531	Child Development Specialist II	11
5532	Child Development Specialist III	13
5533	Child Development Specialist IV	15
5534	Child Development Specialist V	17
5540	Child Support Officer I	09
5541	Child Support Officer II	11
5542	Child Support Officer III	13
5543	Child Support Officer IV	15
5600	Contract Technician I	09
5602	Contract Technician II	11
5604	Contract Technican III	13
5606	Contract Specialist I	15
5607	Contract Specialist II	16
6099	Communications Center Specialist	07
6100	Police Communications Operator I	09
6103	Police Communications Operator II	10
6104	Police Communications Operator III	11
6105	Supervisor, Police Communications Facility	14
6109	Regional Supervisor, Police Communications	16
6110	Headquarters Communication Center Supervisor	16
6111	Polygraph Operator I	13
6112	Polygraph Operator II	15
6121	Fingerprint Expert I	09
6122	Fingerprint Expert II	11
6126	Latent Fingerprint Expert	14

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

6128	Manager, Fingerprints and Criminal Records	16
6133	Manager of Laboratories, Public Safety	20
6141	Handwriting Expert I	11
6142	Handwriting Expert II	12
6145	Handwriting Expert III	15
6151	Firearms Expert I	10
6152	Firearms Expert II	12
6153	Firearms Expert III	15
6157	Special Assistant, Identification and Criminal Records	15
6159	Modus Operandi Section Supervisor	16
6161	Evaluator I	10
6162	Evaluator II	12
6163	Evaluator III	14
6166	Manager, Driver Improvement and Control	16
6173	Manager, License Issuance and Driver Records	17
6176	Manager, Safety Responsibility	18
6201	Regional Adjutant	14
6211	Inspector, Department of Public Safety	18
6212	Chief, Inspection and Planning Division, DPS	21
6213	Chief, Identification and Criminal Records Division, DPS	21
6301	Port of Entry Inspector I	08
6302	Port of Entry Inspector II	10
6308	Port of Entry Supervisor	13
6314	Supervisor of Marketing Practices, ABC	17
6315	Assistant Supervisor of Marketing Practices, ABC	15
6316	Supervisor, Licenses and Permits, ABC	17
6320	Assistant District Supervisor, Enforcement, ABC	15
6322	District Supervisor, Enforcement, ABC	17
6326	Assistant Chief, Enforcement and Marketing Practices	21
6600	Assistant Rate Director, RRC	21
6601	Transportation Analyst I	12
6602	Transportation Analyst II	17
6603	Transportation Analyst III	19
6638	Assistant Director, Production and Proration	18
6639	Director, Production and Proration	21
6645	Director, Liquid Petroleum Gas Division	21
6675	Secretary, Railroad Commission	12
6705	Chief Investigator, Motor Vehicle Division	18
6706	Motor Vehicle Title Specialist	07
6707	Supervisor, Motor Vehicles Section	17
6711	Chief of Vehicle Titles	18
6715	Motor Vehicle Transfer Analyst	12
6721	Chief of Vehicle Registration	18
6745	Field Representative I	13
6746	Field Representative II	15
6805	Assistant Superintendent	21
6900	State Capitol Security Police Officer I	10
6901	State Capitol Security Police Officer II	11
6902	State Capitol Security Police Officer III	12
6905	State Capitol Security Police Officer IV	15
6910	Chief of Capitol Security Police	20
7005	Educational Program Director	19
7006	Director, Vocational Education Research Coordination	20
7009	Director, Instructional Media Division	20
7010	Consultant, Instructional Services	17
7011	Chief Consultant, Instructional Services	18
7013	Instructional Media Technician	14
7015	Administrative Program Specialist I	17
7016	Administrative Program Specialist II	18

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

7017	Education Guidance Specialist I	17
7018	Education Guidance Specialist II	18
7019	Education Research Specialist I	17
7020	Education Research Specialist II	18
7021	Education Specialist I	17
7022	Education Specialist II	18
7023	Fiscal Program Specialist I	17
7024	Fiscal Program Specialist II	18
7025	Occupational Education Specialist I	17
7026	Occupational Education Specialist II	18
7027	Special Education Specialist I	17
7028	Special Education Specialist II	18
7039	Program Officer I	17
7040	Program Officer II	19
7041	Program Officer III	21
7089	Director of Career Education	20
7103	Supervisor, Textbook Distribution	17
7104	Assistant Director, Textbooks	19
7138	Director, Administrative Services	21
7201	Director, Educational Assessment and Evaluation	21
7203	Director, Vocational Education Assessment	20
7302	Archaeologist Assistant	11
7304	Archaeologist I	13
7306	Archaeologist II	15
7308	Archaeologist III	17
7310	State Archaeologist	21
7400	Law Librarian	14
7401	Librarian I	10
7402	Librarian II	12
7403	Librarian III	15
7404	Library Consultant/Administrator	16
7405	Archivist I	10
7407	Archivist II	12
7409	Archivist III	15
7413	Translator, Spanish	10
7415	Library Assistant I	05
7416	Library Assistant II	07
7417	Library Assistant III	09
7441	Assistant Director of Field Operations	18
7450	Medical Librarian	05
7451	Medical Records Technician	08
7452	Registered Records Administrator	14
7453	Senior Registered Records Administrator	17
7500	Fish and Wildlife Technician I	07
7501	Fish and Wildlife Technician II	09
7502	Fish and Wildlife Technician III	11
7511	Game Warden I	10
7512	Game Warden II	12
7515	Sergeant Game Warden	14
7516	Lieutenant Game Warden	16
7517	Captain Game Warden	18
7518	Major Game Warden	21
7528	Fish Hatchery Superintendent	13
7540	Biology Field Worker, Conservation	05
7542	Biologist I, Conservation	12
7543	Biologist II, Conservation	14
7545	Airplane Pilot, Conservation	15
7546	Chief of Aircraft Operations	17
7549	Biologist III, Conservation	16
7550	Field Manager for Fish and Wildlife	18
7610	Agricultural Supervisor	08
7617	Assistant Agriculture Inspector I	06

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

7618	Assistant Agriculture Inspector II	08
7619	Assistant Agriculture Inspector III	10
7620	Agriculture Inspector I	12
7621	Agriculture Inspector II	14
7622	Agriculture Inspector III	16
7623	Agriculture Inspector IV	18
7624	Export Inspector	08
7625	Export Supervisor	12
7650	Animal Health Inspector I	06
7651	Animal Health Inspector II	08
7652	Animal Health Inspector III	10
7653	Animal Health Inspector IV	12
7654	Animal Health Inspector V	14
7655	Animal Health Area Supervisor	16
7680	Market News Specialist	09
7683	Market News Manager	14
7701	Seed Analyst I	08
7702	Seed Analyst II	10
7703	Seed Analyst III	12
7704	Seed Analyst IV	14
7705	Seed Analyst V	16
7715	District Supervisor, Department of Agriculture	19
7719	Export Coordinator I	16
7720	Export Coordinator II	18
7730	Agronomist I	12
7731	Agronomist II	15
7732	Agronomist III	18
7733	Apprentice Marketing Specialist	10
7734	Marketing Specialist I	12
7735	Marketing Specialist II	14
7736	Marketing Specialist III	16
7737	Marketing Specialist IV	18
7741	Soil Conservationist	17
7742	Assistant Executive Director, Soil Conservation Board	21
7805	Operations and Maintenance Supervisor	18
7816	Park Ranger I	05
7817	Park Ranger II	07
7818	Park Ranger III	09
7821	Park Superintendent I	11
7823	Park Superintendent II	14
7825	Park Superintendent III	15
7826	Park Superintendent IV	16
7830	Interpretation Planner	15
7832	State Park Coordinator	18
8001	Building Custodian I	02
8009	Building Custodian II	03
8010	Building Custodian III	05
8015	Building Superintendent	08
8016	Chief of Custodial Services, Capitol Complex	17
8025	Housekeeper, Governor's Mansion	04
8026	Superintendent of Grounds	17
8031	Groundskeeper I	02
8032	Groundskeeper II	03
8033	Groundskeeper III	05
8034	Arborist	07
8035	Elevator Operator	02
8050	Security Officer I	08
8051	Security Officer II	10
8052	Security Officer III	12
8060	Security Worker I	02
8061	Security Worker II	03

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

8063	Security Worker III	05
8065	Security Worker IV	07
8102	Food Service Worker I	02
8103	Food Service Worker II	03
8115	Cook I	02
8116	Cook II	03
8117	Head Cook I	04
8118	Head Cook II	06
8119	Steward I	12
8120	Steward II	14
8125	Cook, Governor's Mansion	03
8149	Assistant Food Service Manager	09
8150	Food Service Manager I	13
8151	Food Service Manager II	16
8153	Chief of Food Service Management	18
8159	Dietetic Assistant	07
8160	Dietitian I	11
8161	Dietitian II	13
8165	Chief Dietitian	15
8180	Meat Processing Supervisor I	11
8181	Meat Processing Supervisor II	13
8202	Sewing Room Worker	02
8203	Sewing Room Supervisor	06
8249	Washer	05
8251	Laundry Worker I	02
8252	Laundry Worker II	03
8255	Laundry Foreman	06
8260	Laundry Manager I	09
8261	Laundry Manager II	11
8262	Laundry Manager III	14
8280	Superintendent of Laundries	16
8301	Barber I	05
8302	Barber II	06
8310	Cosmetologist I	05
8311	Cosmetologist II	06
9001	Helper, Maintenance and Construction	03
9003	Laborer	02
9004	Helper, Furniture Refinisher	06
9005	Furniture Refinisher I	08
9006	Furniture Refinisher II	09
9020	Elevator Maintenance Supervisor	18
9033	Superintendent of Electrical Maintenance	16
9034	Air Conditioning and Boiler Operator I	05
9035	Air Conditioning and Boiler Operator II	07
9036	Air Conditioning and Boiler Operator III	09
9037	Air Conditioning and Boiler Operator IV	12
9039	Chief Air Conditioning and Boiler Operator	15
9041	Maintenance Mechanic I	06
9042	Maintenance Mechanic II	08
9043	Maintenance Mechanic III	09
9044	Maintenance Mechanic IV	11
9045	Refrigeration Mechanic Specialist	16
9046	Maintenance Mechanic V	13
9047	Electrical and Air Conditioning Mechanic I	11
9048	Electrical and Air Conditioning Mechanic II	12
9049	Electrical and Air Conditioning Mechanic III	14
9050	Chief Electrical and Air Conditioning Mechanic	16
9051	Maintenance Supervisor I	10
9052	Maintenance Supervisor II	12
9053	Maintenance Supervisor III	14
9054	Maintenance Supervisor IV	15
9059	Fire and Safety Assistant	08

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

9060	Fire and Safety Inspector	10
9085	Plant Maintenance Manager I	14
9086	Plant Maintenance Manager II	16
9087	Plant Maintenance Manager III	18
9090	General Construction Inspector	18
9091	Chief, Construction and Inspection	20
9094	Building Manager	14
9095	State Building Manager	20
9096	Clerk of the Works I	15
9097	Clerk of the Works II	18
9098	Supervisor of Construction	13
9099	Superintendent of Building and Equipment, Department of Corrections	15
9122	Locksmith	10
9201	Tunnel Guard I	07
9202	Tunnel Guard II	09
9204	Tunnel Machinery Operator	09
9206	Tunnel Foreman	12
9208	Tunnel Superintendent	14
9221	Deckhand	09
9223	Oiler	09
9226	Ships Carpenter	09
9228	Maintenance Welder, Ferry	09
9230	Assistant Marine Maintenance Technician	10
9231	Chief Marine Maintenance Technician	13
9232	Pilot	10
9234	Master and Pilot	13
9236	Assistant Ferry Manager	14
9238	Ferry Manager	15
9239	Assistant Ferry Operations Manager	18
9240	Ferry Operations Manager	19
9241	Bridge Tender	07
9243	Chief Bridge Tender	10
9251	Marine Foreman I	09
9252	Marine Foreman II	12
9256	Marine Superintendent	14
9258	Senior Marine Superintendent	16
9278	Core Drilling Supervisor	14
9287	Maintenance Construction Foreman I	09
9288	Maintenance Construction Foreman II	12
9289	Maintenance Construction Foreman III	14
9291	Maintenance Construction Supervisor I	14
9292	Maintenance Construction Supervisor II	15
9293	Maintenance Construction Supervisor III	16
9295	Maintenance Construction Superintendent I	16
9296	Maintenance Construction Superintendent II	17
9301	Assistant Project Analyst	16
9302	Equipment Specialist	15
9305	Roadway Maintenance Supervisor I	13
9306	Roadway Maintenance Supervisor II	15
9307	Roadway Maintenance Supervisor III	16
9308	Roadway Maintenance Supervisor IV	17
9309	Roadway Maintenance Supervisor V	18
9312	District Roadway Maintenance Superintendent I	17
9313	District Roadway Maintenance Superintendent II	18
9314	District Roadway Maintenance Superintendent III	19
9401	Truck Driver I	02
9402	Truck Driver II	05
9403	Truck Driver III, Heavy Vans	07
9411	Motor Vehicle Service Worker	02
9416	Motor Vehicle Mechanic I	06
9417	Motor Vehicle Mechanic II	08

DETAILED LISTING OF ALL CLASSIFIED POSITIONS
(Continued)

9418	Motor Vehicle Mechanic III	10
9421	Motor Vehicle Repair, Supervisor	14
9431	Motor Pool Supervisor	05
9436	Supervisor of Rolling Equipment	12
9441	Manager, Fleet Operations	16
9451	Tire Maintenance Specialist	14
9501	Sheet Metal Worker	06
9510	Machinist I	10
9512	Machinist II	12
9514	Machinist III	14
9516	Welder, Combination	08
9518	Welding Technician	16
9531	Sign Supervisor	12
9533	Sign Superintendent	15
9541	Shop Supervisor I	09
9542	Shop Supervisor II	12
9543	Shop Supervisor III	13
9544	Shop Supervisor IV	15
9548	Equipment and Services Superintendent	17
9602	Railroad Technician	13
9604	Railroad Engineer	13
9620	Aircraft Pilot I	15
9622	Aircraft Pilot II	17
9624	Aircraft Pilot III	19
9626	Chief Pilot	20
9630	Aircraft Mechanic Apprentice	10
9632	Aircraft Mechanic I	13
9634	Aircraft Mechanic II	15
9636	Line Chief	17
9638	Senior Aircraft Mechanic and Inspector	19
9640	Airframe and Power Plant Chief	19
9642	Chief of Aircraft Maintenance	21
9650	Avionics Apprentice	13
9652	Avionics Technician	16
9654	Avionics Manager	19
9708	Communications Procedures Specialist	15
9709	Ammunition Loader	09
9711	Radio Mechanic	09
9713	Radio Tower Mechanic	11
9714	Radio Specialist	11
9716	Communications Electronic Technician I	12
9718	Communications Electronic Technician II	14
9722	Communications Superintendent I	12
9723	Communications Superintendent II	14
9724	Communications Superintendent III	17
9726	Assistant Communications Officer	12
9727	Communications Officer	14
9729	Instrument and Office Machine Repairer I	09
9732	Instrument and Office Machine Repairer II	11
9733	Instrument and Office Machine Repairer III	13
9735	Assistant Supervisor, Office Machine Repair	15
9736	Supervisor of Office Machine Repairs	16
9738	Service Manager, Office Machine Repairs	18
9740	Metrologist I	12
9742	Metrologist II	15
9743	Metrologist III	17
9751	Traffic Recorder Technician I	09
9752	Traffic Recorder Technician II	12

CLASSIFICATION SALARY SCHEDULE
(For the Year Beginning September 1, 1985)

Salary Group	1	2	3	4	5	6	7	8
02	10368	10692	11040	11388	11724	12096	12456	12852
03	11040	11388	11724	12096	12456	12852	13272	13680
04	11724	12096	12456	12852	13272	13680	14112	14544
05	12456	12852	13272	13680	14112	14544	15012	15516
06	13272	13680	14112	14544	15012	15516	16008	16512
07	14112	14544	15012	15516	16008	16512	17028	17592
08	15012	15516	16008	16512	17028	17592	18180	18792
09	16008	16512	17028	17592	18180	18792	19404	20052
10	17028	17592	18180	18792	19404	20052	20712	21408
11	18180	18792	19404	20052	20712	21408	22128	22872
12	19404	20052	20712	21408	22128	22872	23628	24420
13	20712	21408	22128	22872	23628	24420	25224	26076
14	22128	22872	23628	24420	25224	26076	26928	27864
15	23628	24420	25224	26076	26928	27864	28788	29736
16	25224	26076	26928	27864	28788	29736	30744	31776
17	26928	27864	28788	29736	30744	31776	32820	33912
18	29736	30744	31776	32820	33912	35040	36228	37440
19	31776	32820	33912	35040	36228	37440	38700	39972
20	33912	35040	36228	37440	38700	39972	41328	42732
21	36228	37440	38700	39972	41328	42732	44136	45648

CLASSIFICATION SALARY SCHEDULE
(For the Year Beginning September 1, 1986)

Salary Group	1	2	3	4	5	6	7	8
02	10680	11016	11376	11724	12072	12456	12828	13236
03	11376	11724	12072	12456	12828	13236	13668	14088
04	12072	12456	12828	13236	13668	14088	14532	14976
05	12828	13236	13668	14088	14532	14976	15468	15984
06	13668	14088	14532	14976	15468	15984	16488	17004
07	14532	14976	15468	15984	16488	17004	17544	18120
08	15468	15984	16488	17004	17544	18120	18720	19356
09	16488	17004	17544	18120	18720	19356	19992	20652
10	17544	18120	18720	19356	19992	20652	21336	22056
11	18720	19356	19992	20652	21336	22056	22788	23556
12	19992	20652	21336	22056	22788	23556	24336	25152
13	21336	22056	22788	23556	24336	25152	25980	26856
14	22788	23556	24336	25152	25980	26856	27732	28704
15	24336	25152	25980	26856	27732	28704	29652	30624
16	25980	26856	27732	28704	29652	30624	31668	32724
17	27732	28704	29652	30624	31668	32724	33804	34932
18	30624	31668	32724	33804	34932	36096	37320	38568
19	32724	33804	34932	36096	37320	38568	39864	41172
20	34932	36096	37320	38568	39864	41172	42564	44016
21	37320	38568	39864	41172	42564	44016	45456	47016

GENERAL PROVISIONS

SALARY PROVISIONS

a. SALARY RATES FOR CLASSIFIED POSITIONS. For each fiscal year beginning September 1, 1985, within the limitation of funds available for salaries of classified positions, annual salary rates for classified positions shall be in accordance with the above Classification Salary Schedules. Except as specifically provided by other provisions of this Act, salaries of state employees who in August 1985 are in classified positions shall be converted to the salary schedule set forth in this Act as follows:

(1) For the fiscal year 1985-1986 the salary of an employee who in August 1985 is paid at a numbered salary step in salary groups 2 through 21, shall be converted to the salary schedule for fiscal year 1985-1986 in this Act at the same numbered salary step in the same salary group in which paid in August 1985.

(2) For the fiscal year 1986-87 the salary of an employee, who in August 1986 is paid at a numbered salary step in salary groups 2 through 21, shall be converted to the salary schedule for 1986-1987 in this Act at the same numbered salary step in the same salary group in which paid in August 1986.

b. SALARY WHEN AN EMPLOYEE CHANGES SALARY STATUS. An employee who moves, within an agency or transfers from one agency to another, from an exempt or line-item position to a classified position, shall receive an annual salary rate in the proper salary group not to exceed the salary step equal to the current salary or the next higher salary step rate.

c. SALARY RATES FOR READJUSTED POSITIONS. (1) An employee whose classified position is reallocated by this Act to a higher salary group shall receive the step 1 rate in the higher salary group or the rate which he would have received had his classified position not been reallocated, whichever rate is higher. Provided, however, an employee whose classified position is reallocated by this Act to a higher salary group, may have his salary adjusted not more than two steps higher than otherwise provided by this section. Such additional adjustment shall be for the purpose of maintaining desirable salary relationships among employees in the affected positions. However, in no case shall the employee advance to a step number in the new salary group higher than the step number held prior to the reallocation.

(2) An employee whose classified position is reallocated by this Act to a lower salary group shall receive the annual rate which he would have received had the position not been reallocated, not to exceed the step 8 rate of the lower salary group.

(3) All state agencies subject to the Classification Act shall review individual job assignments on September 1 each fiscal year and on a regular basis thereafter to insure that each position is properly classified. Each agency shall report to the Classification Officer the approach used to comply with this provision and in the event the approach taken is determined by the Classification Officer to be inadequate, he shall undertake spot audits to determine if positions are properly classified. If it is determined that, in compliance with the Classification Act, and not contrary to the specific classification and position limitations in this Act, a position should be reclassified to a classification: (a) in a higher salary group the salary rate of the employee shall be determined in the same manner as prescribed above for reallocation to a higher salary group, or (b) in a lower salary group the salary rate of the employee shall be determined in the same manner as prescribed above for reallocation to a lower salary

group. Nothing in this subsection shall have the effect of increasing or decreasing the specific classified positions authorized each agency by the Act.

d. MERIT SALARY INCREASES. It is expressly provided that agency administrators may grant merit salary increases to classified employees whose job performance and productivity is consistently above that normally expected or required. Such merit increases shall be subject to the following restrictions:

(1) The source of funds shall be the items of appropriation in this Act for "Merit Salary Increases," or specific items of appropriation for classified salaries and wages, or appropriation items for particular programs or purposes which include salaries of classified positions.

(2) For each fiscal year of the biennium beginning September 1, 1985, the maximum monthly rate of expenditure for merit salary increases shall not exceed: (a) An amount equal to 3.4% of the total amount specifically appropriated in such fiscal year in appropriation items for salaries of classified positions divided by twelve, (b) where this Act appropriates in each fiscal year a sum or estimated amount in an appropriation item for a particular program or purpose, the maximum monthly expenditure for such merit salary increases shall not during the first year of the biennium exceed 3.4% of the average monthly payroll of the salaries of employees in classified positions for the six-month period March 1, 1985 through August 31, 1985; nor during the second year of the biennium exceed 3.4% of such average monthly payroll for the six-month period March 1, 1986 through August 31, 1986, or (c) the amount specifically appropriated for "Merit Salary Increases" divided by twelve. It is the intent of the Legislature that the maximum rates of expenditures for merit salary increases be computed separately for each year of the biennium and that such merit salary increases as may be awarded in the first fiscal year of the biennium shall not count against the maximum monthly rate of expenditure for such increases in the second fiscal year of the biennium.

(3) The Comptroller shall prescribe such accounting and reporting procedures as are necessary to insure that expenditures for merit salary increases shall not exceed the amounts authorized herein for that purpose.

(4) All departments and agencies shall file a report with the Governor and the Legislative Budget Board at the close of each fiscal year detailing the utilization of merit funds.

(5) It is the intent of the Legislature that merit salary increases be applied throughout the classified salary groupings authorized an agency.

(6) For an employee to be eligible for a merit salary increase, the following additional criteria must be met: (a) the employee must have been employed by the agency for at least six continuous months prior to the award, (b) at least six (6) months must have elapsed since the employee's last promotion or merit increase, and (c) agency criteria for granting merit salary increases must include specific criteria and documentation to substantiate the granting of more than a one step merit increase.

e. PROMOTIONS. A promotion means a change in duty assignment of an employee within an agency from a position in one classification to a position in another classification in a higher salary group requiring higher qualifications such as a greater skill or longer experience, and involving a higher level of responsibility. When an employee is promoted to a position in a higher salary group, he will receive at least a rate one increment higher than his salary rate before promotion or the minimum rate of the new salary range, whichever is higher, and may, at the discretion of the agency administrator, receive an annual rate up to and including the rate designated by the same step number which designated his former rate.

f. DEMOTIONS. Demotion means a change in duty assignment of an employee from a position in one classification to a position in another classification in a lower salary group. An employee who is demoted shall have his salary reduced at least to a rate one increment below the rate he received before demotion.

g. SALARY REDUCTION FOR DISCIPLINARY REASONS. If a classified employee's performance so warrants, the executive head may reduce his salary for disciplinary reasons to a step rate in the designated salary group no lower than the minimum step rate. The employee's pay may be restored to any step rate in the range up to and including his prior rate as such employee's performance improves.

h. SALARY RATE DETERMINATION BY INTERAGENCY TRANSFERS. If, by agreement between the employee, the head of the agency presently employing him, and the head of another agency desiring the employee's services, an employee is transferred from one state agency to another, his salary rate will be subject to the following conditions:

(1) If the new assignment is in a position in the same designated salary group as the one from which he leaves, no increase in salary may be granted by virtue of the transfer. This provision shall also apply to intra-agency transfers.

(2) Where the new position is in a lower designated salary group, the employee shall be paid at a rate determined by the subsection above relating to "Demotions."

(3) Where the new position is in a higher salary group, the employee may be paid not more than the rate determined by the subsection above related to "Promotions."

i. SALARY LIMITED TO MAXIMUM STEP RATE. No salary adjustment authorized by this section shall result in an employee receiving an annual salary rate in excess of the maximum rate of the salary group to which his classified position is allocated.

j. HIRING POLICIES. (1) New employees will normally be hired on step 1 of the salary range to which the position is allocated, with the following exception that department heads may make appointments at rates below step 1 either for periods of training or to meet prevailing salaries of localities in Texas encountered by the agency in salary groups 2 through 8; provided, however, that such rates below step 1 shall not exceed six months, and all such employees paid at rates below step 1 will be brought to step 1 of the designated salary range by the end of the six months period. The Comptroller of Public Accounts is directed to withhold all

payment of funds for classified salaries of any agency violating this provision as long as the agency remains in violation of the terms of this provision.

(2) An employee who leaves state employment may, at the discretion of the department head, be reinstated to a vacancy in the same agency and the same position classification held immediately prior to leaving. In such case, the employee may be paid at a step rate no higher than the same salary step number that designated his annual salary rate prior to his separation, provided, however, that no employee may be reinstated at a rate higher than the maximum salary step of the designated salary group.

k. TEMPORARY ASSIGNMENT. To facilitate the work of the state agencies any classified employee may, during emergencies or other special circumstances, be temporarily assigned to other duties for periods not to exceed three months.

l. EMOLUMENTS. For the purpose of conforming to the Position Classification Plan and prescribed salary ranges, boards, commissions or other executive state agencies shall set a fair value on any emoluments granted. Each institution or agency granting emoluments shall maintain with the State Comptroller a current record showing name, job title, and amount of each employee's emoluments. Unless otherwise specifically provided in this Act, the designated value of emoluments shall be deducted from the gross salary rate in determining the net monetary remuneration to which the employee is entitled.

Without any additional cost to the state, agencies employing chaplains are authorized to designate part of the salary of chaplains as "Housing Allowance."

m. RECLASSIFICATIONS. (1) As provided in the Position Classification Act of 1961, a position may be reclassified to another class of work in the Classification Plan as a result of classification audits or of program reorganizations by executive heads, or to a new classification properly established by the Classification Officer. Reclassification shall not be interpreted to mean a change in the employee's duty assignment, but only shall mean the proper definition of duties and classification of the position based upon duties actually performed by the employee; hence, a position shall be reclassified for the sole purpose of complying with the requirements of the Classification Act. Any reclassification which would result in changing the specified number of positions authorized by this Act, or which would result in placing the reclassified position in a higher salary group, shall have the prior approval of both the Classification Officer and the Legislative Audit Committee. Provided, however, that reclassifications made in accordance with this subsection shall not increase the total dollars appropriated to any agency nor increase the total number of positions authorized by this Act.

(2) If classification audits determine that positions are classified higher than is warranted by actual duty assignment, the employees occupying such positions may be subject to salary reduction under such policies and procedures as the Legislative Audit Committee may prescribe.

n. PART-TIME EMPLOYEES. Regular full-time positions paid out of funds appropriated may also be filled by part-time employees except for line item exempt salaries not designated as part-time. In computing the salaries of these employees, the rates of pay shall be proportional to the rates authorized for full-time classified employment. It is further provided that part-time employees as described in this subsection shall be subject to all of the provisions of this section.

o. HOURLY EMPLOYEES. It is the intent of the Legislature that hourly employees shall receive per hour rate increases proportionate to those provided in this Act for full-time salaried classified employees.

p. PAYROLL AFFIDAVIT. The Comptroller may not issue warrants for payment of salaries out of appropriations which include salaries of classified positions until, as part of the payroll affidavit required in Article 4359, V.A.C.S., there is a statement to the effect that all classified employments have been made in accordance with the Position Classification Act of 1961 or the specific classification and position limitations prescribed in this Act.

q. SALARY SUPPLEMENTATION. (1) No employee holding a position classified in this Act under the authority of the Position Classification Act of 1961 or a line item or exempt position for which the salary is specifically set in this Act may receive a salary supplement from any source unless a specific grant of authority is provided in the agency's appropriation pattern in this Act, or as provided by law.

(2) None of the funds appropriated to departments and agencies covered in Articles I through IV of this Act shall be expended for payment of salary to any person whose classified or individual line item exempt salary is being supplemented from other than appropriated funds until a report showing the amount and sources of salary being paid from other sources has been reported to the Secretary of State and Comptroller of Public Accounts.

r. POSITION CLASSIFICATION. Agencies covered by Section 1. of this article which employ personnel out of appropriation items other than those designated "Salaries of Classified Positions" shall make such employments in accordance with the provisions of the Position Classification Plan and the provisions of this article related to classified positions. Where there is a "Schedule of Classified Positions" following an agency appropriation, such employments will be limited to such schedule in the same manner as described elsewhere in this section.

s. SCHEDULE OF CLASSIFIED POSITIONS. Except as specifically authorized elsewhere in this Act, appropriations which include salaries of classified positions shall be expended by an agency to employ personnel only in those positions listed in the "SCHEDULE OF CLASSIFIED POSITIONS" which follows the agency appropriation. Each position title authorizes one full-time position except that: (1) an arabic numeral following the title indicates the total number of positions authorized in that title; (2) when (UL) follows the position title, an unlimited number of positions is authorized within available appropriations; and (3) when the heading is "SCHEDULE OF CLASSIFIED POSITIONS (UL)," an unlimited number of positions is authorized for each position title. Appropriations for "SALARIES OF CLASSIFIED POSITIONS" may also be used to pay the

salaries of positions exempted from the Classification Plan by the Governor under authority granted in Section 2. of the Position Classification Act of 1961 with the limitation that such funds may be used only to pay the salaries of bonafide new positions that are established to carry out duties in relation to programs, functions, etc., that were not anticipated and therefore, not authorized for funding under this Act. It is expressly provided that this authorization does not extend to the use of these funds to adjust the salary of any line item or exempt position retitled solely for the purpose of adjusting salaries that have already been established by the Legislature in this Act and any position exempted from the Position Classification Plan by the Governor shall contain a certification that the exemption is for a bonafide new position.

Agencies having no "SCHEDULE OF CLASSIFIED POSITIONS" following their appropriation may expend funds to employ personnel in accordance with the provisions of the Position Classification Act in only those classified position titles listed in this section or positions established by the State Classification Officer.

Agencies authorized one full-time position for each position title or a specified number of positions authorized in that title by this subsection may exceed the number of authorized positions only under the following conditions: (1) for the purpose of hiring and training of new personnel while the position is currently occupied, (2) the position number limitation may be exceeded for no more than thirty (30) days per year per position, (3) reporting such exceptions will be made in such manner as prescribed for payroll reporting procedures.

t. PERSONNEL AND PAYROLL REPORTING PROCEDURES. To facilitate pre-audit of payrolls and classification audits to assure conformity with the provisions of this Act, and to provide the Legislative Audit Committee with current information on employment and wage rate practices in the state government, the Comptroller and the State Auditor shall jointly promulgate and issue uniform procedures for personnel and payroll reporting for all state agencies.

u. CORRECTION OF ERRORS. In the event of obvious typographical errors in listings of classified positions in this Act the Classification Officer shall, after consultation with the Legislative Appropriations Committees' staff and with the approval of the Legislative Audit Committee, make and give notice of such corrections as may be necessary to accomplish the purposes of the Classification Act and of this Act. Where legislative intent cannot be determined from work papers and other appropriation committee records, the Classification Officer's recommendation to the Legislative Audit Committee shall be based upon job audits.

GENERAL PROVISIONS

OTHER EMPLOYMENT POLICIES AND PROVISIONS

Sec. 2. METHOD OF SALARY PAYMENTS. a. All annual salaries appropriated by this Act are for full-time employment unless specifically designated as part-time or other and shall be paid in twelve (12) equal monthly installments, except as otherwise provided in Article II of this Act. Except for patrolmen and other law enforcement positions in the Department of Public Safety which shall be paid only at the annual rates stipulated in the particular language accompanying the appropriations therefor, this paragraph shall not be construed so as to prevent the head of any other agency of the state from paying less than the maximum salary rates specified in this Act for line item positions, or the employment of part-time employees to fill regular positions provided for in this Act, so long as the salary rates for such part-time employees are proportional to the regular rates for full-time employment. The equivalent monthly rate of pay for annual employees maintaining a 40-hour work week and covered under Article 5165a, Vernon's Civil Statutes, as amended, shall be determined by dividing the annual salary by twelve (12). The hourly rate for a given month shall be determined by dividing the monthly rate by the number of working hours in that month. This basis applies to partial pay and other special situations. When a full-time or regular part-time employee is on leave without pay, compensation for that particular pay period shall be reduced at the equivalent hourly rate of pay times the number of work hours lost by leave without pay.

Facilities of the Texas Department of Mental Health and Mental Retardation in Article II and the agencies of higher education, and the schools for the blind and deaf in Article III of this Act which make contracts for less than a twelve-month period may pay salaries in equal monthly payments for the period contracted for.

b. Agencies having a "SCHEDULE OF EXEMPT POSITIONS" following their appropriation may expend funds to employ those positions designated as exempt at the rate of 103% of the rate shown for fiscal year 1986 and 103% of the adjusted 1986 rate for fiscal year 1987.

Where no exempt positions are listed in the schedule of exempt positions, the rate shall be 103% of the 1985 rate for fiscal year 1986 and 103% of the adjusted 1986 rate for 1987.

Each title authorizes one position unless the title is followed by a number indicating the number of positions authorized.

c. When a state employee who receives hazardous duty pay for law enforcement activities moves to a position in another state agency which entitles the employee to the same hazardous duty pay he shall be granted credit for the total amount of state service contributing to eligibility for hazardous duty salary payments.

d. No deduction shall be made from the salary or wages of any state employee who is called for jury service; nor shall such employee be required to account to the state for any fee or compensation received for jury service.

e. None of the moneys appropriated under this Act shall be used for the payment of salaries to any employee who accepts witness fees in contravention of the following provisions:

Any state official or employee called to appear in his official capacity in any judicial action or legislative investigation shall neither accept nor receive any witness fees for such a governmental appearance;

But if the appearance as a witness is not in an official capacity but is to testify from personal knowledge concerning matters related to the inquiry, then such employee or official shall be entitled to any customary witness fees;

And any state employee or official appearing as an expert witness shall be entitled to accept compensation for his appearance only when such appearance shall be made on his own time;

But this prohibition against accepting compensation shall not extend to any mileage or per diem allowance tendered to the State employee or official for expenses incurred while serving as a witness, unless the state official or employee has also made a claim for such expenses against the state, and in no instance shall there be double reimbursement for expenses.

f. OVERTIME. (1) Employees Subject to FLSA. An employee who is subject to the overtime provisions of the Fair Labor Standards Act of 1938, 29 U.S.C. Secs. 201 et seq., (FLSA) is entitled to compensation for overtime as provided by this subdivision.

An employee who is required to work hours in excess of 40 hours in a workweek is entitled to compensation for the excess hours either by:

(A) the agency allowing (or requiring) the employee to take compensatory time off during the same pay period, at the rate of 1-1/2 hours off for each hour of overtime; or

(B) at the discretion of the employing agency, in cases in which granting compensatory time off is impractical, the employee receiving pay for the overtime at the rate equal to 1-1/2 times the employee's regular rate of pay.

Any paid leave or holidays taken are not counted as hours worked in determining overtime hours under the preceding paragraph. In situations in which the employee has not worked more than 40 hours in a workweek but the total of hours worked and hours of paid leave or paid holidays exceeds 40 hours, the employee shall be allowed equivalent compensatory time off for the excess hours. The compensatory time must be taken during the 12-month period following the end of that workweek. Compensatory time under this paragraph may not be carried forward past the end of the 12-month period and an employee may not be paid for the unused time.

Exceptions to the workweek overtime calculation for hospital, fire protection, and law enforcement activities (including security personnel in the correctional institutions) shall be made in accordance with the FLSA.

(2) Employees Not Subject to FLSA. An employee who is not subject to the overtime provisions of the FLSA may be allowed compensatory time off for hours in excess of 40 hours in a workweek in which the combination of hours worked, paid leave, and holidays exceeds a total of 40 hours.

An employee who is exempt as an executive, professional, or administrative employee under 29 U.S.C. Sec. 213 (FLSA), may be allowed compensatory time off during the 12-month period following the end of the workweek in which the overtime was accrued, at a rate not to exceed equivalent time.

An employee who is not subject to the FLSA because of 29 U.S.C. Sec. 203(e)(2)(C), as a staff member, appointee, or immediate adviser of an elective officeholder, may be allowed compensatory time off under the terms and conditions determined by the officeholder.

Employees covered by this subdivision may not be paid for any unused compensatory time.

(3) Article VI Employees. Subdivisions (1) and (2) of this subsection do not apply to an employee compensated from funds appropriated under Article VI of this Act. Consistent with the requirements of the FLSA, overtime pay and compensatory time off for employees of the House or Senate shall be determined by the presiding officer of the respective houses, and for all other employees shall be determined by the administrator of the agency involved or the employing officeholder.

(4) Contingency Provision. If state employees are excluded generally from the application of the FLSA as a result of a court decision or statutory change, this subdivision governs overtime pay and compensatory leave.

A regular, full-time employee who is required to work hours in excess of the standard workweek established for the position in accordance with the applicable statutes is entitled to compensation for the excess hours either by:

(A) the agency allowing (or requiring) the employee to take equivalent compensatory time off during the 12-month period following the end of the workweek; or

(B) at the discretion of the employing agency, in cases in which granting compensatory time off is impractical, the employee receiving pay for the overtime at the rate of 1-1/2 times the employee's regular rate of pay.

Administrative, professional, or executive employees are not subject to the preceding paragraph, and the employing agency may allow those employees compensatory time off, at a rate not to exceed equivalent time, for hours worked in excess of the standard workweek. The compensatory time off must be taken during the 12-month period following the end of the workweek in which it was accrued, and an employee covered by this paragraph is not entitled to be paid for unused compensatory time. In identifying employees as administrative, professional, or executive, an agency shall generally conform to the definitions of those categories under the FLSA.

Overtime pay and compensatory time off for employees compensated from funds appropriated under Article VI of this Act shall be determined by the presiding officer of the House or Senate, for employees of the respective houses, and by the administrator of the agency involved or the employing officeholder for other employees.

Sec. 3. SALARY PAYMENT, WITHHOLDINGS, DEDUCTIONS, AND MATCHING CONTRIBUTIONS. The disbursement of moneys appropriated in this Act for salaries and wages shall be subject to the provisions of Public Law No. 68, Seventy-eighth Congress, known as the Current Tax Payment Act of 1943, and any amendments thereto. The officers and employees of agencies for which appropriations are made in this Act also are authorized to make retirement deductions in accordance with the Teachers Retirement or Employees Retirement or Judiciary Retirement Acts on payroll forms prescribed by the State

Comptroller, and the Comptroller is directed to issue warrants accordingly.

In each instance in which an operating fund or account is created and named by statute, the responsible officials of the state are authorized to transfer into such operating fund or account sufficient moneys from treasury funds or local and federal funds to pay proportionally the costs of matching state employees' retirement contributions and the state's share of Old Age and Survivors Insurance.

Sec. 4. PER DIEM OF BOARD OR COMMISSION MEMBERS. As authorized by Section 2 of Article 6813f, Texas Revised Civil Statutes Annotated, the per diem of state board and commission members shall consist of (1) the amounts of compensatory per diem at $30 per day; (2) actual expenses for meals and lodging as authorized by this Act not to exceed the maximum amount allowed as a deduction for state legislators while away from home during a legislative session as established pursuant to the Internal Revenue Code 26 U.S.C. Section 162(i)(1)(B)(ii); and (3) transportation. In the event the maximum amount allowed as a deduction for state legislators pursuant to the Internal Revenue Code as provided above is raised to an amount above $100, the maximum amount of meals and lodging portion of the per diem paid to board and commission members under this section shall not exceed $100.

The items of appropriation for per diem of board or commission members include compensatory per diem only. No employee paid from funds appropriated by this Act shall be paid both a salary and compensatory per diem for concurrent service as a state employee and as a board or commission member.

Sec. 5. POLITICAL AID AND LEGISLATIVE INFLUENCE PROHIBITED. None of the moneys appropriated by Articles I, II, III, and IV of this Act, regardless of their source or character, shall be used for influencing the outcome of any election, or the passage or defeat of any legislative measure. This prohibition shall not be construed to prevent any official or employee of the state from furnishing to any Member of the Legislature or committee upon request, or to any other state official or employee or to any citizen information in the hands of the employee or official not considered under law to be confidential information. Any action taken against an employee or official for supplying such information shall subject the person initiating the action to immediate dismissal from state employment.

No funds under the control of any state agency or institution, including but not limited to state appropriated funds, may be used directly or indirectly to hire employees or in any other way fund or support candidates for the legislative, executive, or judicial branches of government of the State of Texas or the government of the United States.

None of the funds appropriated in this Act shall be expended in payment of the full or partial salary of any state employee who is also the paid lobbyist of any individual, firm, association or corporation.

OTHER EMPLOYMENT POLICIES AND PROVISIONS
(Continued)

No employee of any state agency shall use any state-owned automobile except on official business of the state, and such employees are expressly prohibited from using such automobile in connection with any political campaign or any personal or recreational activity.

None of the moneys appropriated by this Act shall be paid to any official or employee who violates any of the provisions of this section.

The head or heads of each agency of the state shall furnish each employee of such agency with a copy of the five (5) paragraphs immediately preceding this one, and shall take a receipt therefor from each employee. The preceding sentence shall not be construed to mean that new receipts are to be obtained each year from continuing employees who have previously receipted for copies of identical provisions prohibiting political aid and legislative influence. The receipts shall be kept accessible for public inspection.

Sec. 6. PUBLICITY OF INDIVIDUALS RESTRICTED. None of the moneys appropriated under this Act shall be used by any agency of the state government for the purpose of publicizing or directing attention to any individual official or employee of any agency of the state government.

It is also provided that none of the moneys appropriated under this Act shall be used by any agency of the state government for maintaining any publicity office or department, or for the employment of any person who has the title or the duties of a public relations agent, or press agent, or for paying any public relations firm or agent.

The policy and restrictions set out in this section shall not be interpreted to prevent the head of any agency of the state, when he deems it necessary or desirable in the public interest, to issue through any of such agency's officials or employees any statement or information respecting the work, legal responsibilities, or activities of such agency. Such statement shall be issued, or such information imparted, in the name of the agency of the state and shall have attached thereto the name of the official or employee authorized to issue the same.

It is also provided that any agency of higher education may continue to maintain and operate a news and information service for the benefit of the public which has been specifically authorized and approved by the governing board of such agency of higher education.

Sec. 7. EMPLOYEE WORKING HOURS AND HOLIDAYS. It is further provided that moneys appropriated for salaries and wages in this Act shall be expended only in accordance with the following conditions and limitations, and pursuant to Article 5165a, Vernon's Civil Statutes, as amended.

a. State offices shall remain open during the noon hours each working day with at least one person on duty to accept calls, receive visitors, or transact business.

OTHER EMPLOYMENT POLICIES AND PROVISIONS
(Continued)

b. Agencies may stagger the work day of their personnel. All agencies shall be open between the hours of 8:00 A.M. and 5:00 P.M. and shall maintain the eight-hour day and 40-hour week as provided in Article 5165a, Vernon's Civil Statutes, as amended.

c. Except as provided elsewhere in this Article, holidays for state employees including hourly wage workers for each year covered by this Act shall be those specified in Article 4591, Vernon's Civil Statutes, as amended.

For institutions and agencies of higher education, a regular employee is defined as one who is employed to work at least 20 hours per week for a period of at least four and one-half months, excluding students employed in positions which require student status as a condition for employment. Only regular employees of institutions of higher education shall be eligible for paid holidays.

Each state agency and institution and agencies of higher education will, during the biennium, have on hand enough personnel to carry on the activities of each institution or agency so that the public business can be carried on during that period. Those employees who are working during that holiday period will be allowed compensatory time off during the twelve-month period following the date of the holiday worked. The supervisor in charge may require the employee to give reasonable notice in advance of taking compensatory time off but may not require that the employee specify the reason for which the compensatory time is to be taken. The following holidays will not be included in this paragraph, for they are holidays that follow traditional national celebrated holidays:

New Year's Day	- January
Washington's Birthday	- February
Memorial Day	- May
Independence Day	- July
Labor Day	- September
Columbus Day	- October
Veterans Day	- November
Thanksgiving Holidays	- November
Christmas Holidays	- December

Agencies who have work schedules other than provided in Article 5165a, Section 2, will insure that employees working these schedules observe the equivalent number of holidays each year as employees working normal office hours.

Pursuant to the provisions of House Concurrent Resolution No. 136, Sixty-eighth Legislature, Regular Session, 1983, a state employee is entitled to observe the religious holidays of Rosh Hashanah and Yom Kippur, in lieu of any holiday or holidays on which the employee's agency or institution is required by this provision to be open and staffed to conduct the public business.

It is specifically provided, however, that the benefit provisions of this section apply to the employees of the House of Representatives and Senate only at the discretion of the presiding officer of each house.

OTHER EMPLOYMENT POLICIES AND PROVISIONS
(Continued)

Sec. 8. EMPLOYEES VACATIONS AND LEAVES. a. Other than faculty with appointments of less than twelve months at institutions of higher education and other than instructional employees with contracts for periods of less than twelve months at the Texas School for the Blind and the Texas School for the Deaf, employees of the state shall, without deduction in salary be entitled to a vacation in each fiscal year. Such entitlement shall be earned in accordance with the following schedule:

Employees With Total State Employment Of:	Hours Accrued Per Month	Maximum Hours to Carry Forward From One Fiscal Year to Next Fiscal Year
0 but less than 2 years	7	168
2 but less than 5 years	8	192
5 but less than 10 years	9	216
10 but less than 15 years	10	240
15 but less than 20 years	12	288
20 and over years	14	336

An employee will earn vacation entitlement beginning on the first day of employment with the state and terminating on the last day of duty. Vacation entitlement is accrued at the applicable rate cited above. Credit for one month's accrual will be given for each month or fraction of a month of employment with the state and will be posted to each employee's leave record on the first day of employment with the state and on the first of each succeeding month of employment thereafter. Vacation with pay may not be granted until the employee has had continuous employment with the state for six (6) months, although credit will be accrued during that period.

Credit for the higher rate of accrual as shown on the chart above shall be given on the first calendar day of the month if the employee's anniversary date falls on the first calendar day of the month; otherwise, the increase will occur on the first calendar day of the following month.

The net balance of unused accumulated leave not to exceed the maximum cited above may be carried forward for any employee from one fiscal year to the next fiscal year.

In computing vacation time taken, time during which any employee is excused from work because of holidays shall not be charged against the employee's vacation.

A state employee who resigns, is dismissed, or separated from state employment shall be entitled to be paid for all vacation time duly accrued at the time of separation from state employment, provided the employee has had continuous employment with the state for six (6) months.

b. Employees of the state shall, without deduction in salary, be entitled to, in addition to leave provided in this section, vacation or leave time on the Friday immediately following the fourth Thursday in November, and December 24 and December 26. The administrative head of an agency may, at his discretion, give an employee leave without deduction in salary on the third Monday in January in lieu of one of the other dates specified by this subsection.

OTHER EMPLOYMENT POLICIES AND PROVISIONS
(Continued)

c. Other than faculty with appointments of less than twelve (12) months at institutions of higher education, employees of the state shall, without deduction in salary, be entitled to sick leave subject to the following conditions:

An employee will earn sick leave entitlement beginning on the first day of employment with the state and terminating on the last day of duty.

Sick leave entitlement shall be earned at the rate of eight (8) hours for each month or fraction of a month employment, and shall accumulate with the unused amount of such leave carried forward each month. Sick leave accrual shall terminate on the last day of duty.

Sick leave with pay may be taken when sickness, injury, or pregnancy and confinement prevent the employee's performance of duty or when a member of his immediate family is actually ill. For purposes relating to regular sick leave, immediate family is defined as those individuals related by kinship, adoption or marriage who are living in the same household or if not in the same household are totally dependent upon the employee for personal care or services on a continuing basis. An employee who must be absent from duty because of illness shall notify his supervisor or cause him to be notified of that fact at the earliest practicable time.

To be eligible for accumulated sick leave with pay during a continuous period of more than three (3) working days, an employee absent due to illness shall send to the administrative head of his employing agency a doctor's certificate showing the cause or nature of the illness, or some other written statement of the facts concerning the illness which is acceptable to such administrative head.

Upon return to duty after sick leave the employee concerned shall, without delay, complete the prescribed application for sick leave and submit the same through proper channels to the appropriate approving authority for his consideration.

Exceptions to the amount of sick leave an employee may take may be authorized by the administrative head or heads of any agency of the state provided such exceptions are authorized on an individual basis after a review of the merits of such particular case. A statement of any such authorized exceptions or the reasons for them shall be attached to the state agency's duplicate payroll voucher for the payroll period affected by such authorized exceptions. Agencies are required to have a written statement filed with the State Auditor covering the policies and procedures to be used for the extension of leave in this manner and shall make this statement available to all employees.

d. The administrative head of an agency shall grant an emergency leave to an employee because of a death in the employee's family. The death of the employee's spouse, or the employee's or spouse's parents, brothers, sisters, grandparents, grandchildren and children shall constitute adequate need for emergency leave. The administrative head of the agency may make a determination on other reasons for emergency leaves and shall grant an emergency leave, when in his determination, the employee shows good cause.

OTHER EMPLOYMENT POLICIES AND PROVISIONS
(Continued)

For institutions and agencies of higher education, a regular employee is defined as one who is employed to work at least 20 hours per week for a period of at least four and one-half months, excluding students employed in positions which require student status as a condition for employment. Only regular employees of institutions and agencies of higher education shall be eligible for paid vacation and leave as provided herein.

e. A leave of absence with full pay shall be provided any state employee who is called to active duty with the National Guard by the Governor of Texas. Employees shall be entitled to leave of absence from their respective duties without loss of time or efficiency rating or vacation time or salary on all days during which they shall be engaged in authorized training or duty ordered or authorized by proper authority, for not to exceed fifteen (15) days in any one calendar year as provided in Article 5765, Section 7, V.A.C.S. State employees who are volunteer firemen shall also be granted a leave of absence with full pay to attend training schools conducted by state agencies provided such leave does not exceed five (5) working days in any one fiscal year. The leave of absence, authorized by this subsection, shall in no way be charged against the employee's vacation or sick leave privileges provided by this Act.

An employee called to active duty during a national emergency by a reserve branch of the United States Armed Forces shall have a leave of absence. The leave of absence shall not affect the employee's vacation or sick leave entitlements provided by this Act, nor shall the employee lose the ability to accrue such entitlements while on active duty.

f. A state employee who transfers directly from one State agency to another, shall be given credit by the receiving agency for the unused balance of this accumulated vacation and sick leave, provided that his employment with the state is uninterrupted.

Pregnancies or adoption of a child under three years of age shall be treated as any other temporary disability. Each case shall be evaluated on its own merit.

g. Funds appropriated in this Act may be used to pay the estate of an employee when the employee dies while employed by the State of Texas for: (1) all of the employee's accumulated vacation leave and (2) one-half of the employee's accumulated sick leave, or for 336 hours of sick leave, whichever is less.

h. The administrative head or heads of each agency of the state shall require a record to be kept of the vacation and sick leave accrual and absences of each employee, and the reasons therefor whether from sickness, vacation, or leave of absence without pay. Such records shall be available for public inspection.

i. The State Auditor shall provide a uniform interpretation of the provisions herein contained on employee vacations and leaves, and shall report to the Governor and the Legislature any exceptions practiced by the various entities of the state government.

j. It is specifically provided, however, that the benefit provisions of this section apply to employees of the House of Representatives and Senate only at the discretion of the presiding officer of each House.

k. An employee laid off under a formal reduction-in-force policy shall have his sick leave balance restored if reemployed by the state within six months of termination.

l. Agencies may grant employees leave without pay or leave of absence without pay subject to the following provisions:

(1) Except for disciplinary and workers compensation situations all accumulated paid leave entitlements must be exhausted before granting such leaves, with the additional provision that sick leave must be exhausted only in those cases where the employee is eligible to take sick leave, as provided in Section 8.c., above. Such leaves will be limited in duration to twelve (12) months.

(2) Subject to fiscal constraints, approval of such leaves constitutes a guarantee of employment for a specified period of time.

(3) The administrative head of an agency may grant exceptions to these limitations for such reasons as interagency agreements or educational purposes.

m. A state employee who is blind is entitled to a leave of absence with full pay for the purpose of attending a training program to acquaint the employee with a seeing-eye dog to be used by the employee. The leave of absence provided by this subsection may not exceed 10 working days in a fiscal year. The leave of absence provided by this subsection is in addition to other leave to which an employee is entitled, and an employee continues to accrue vacation and sick leave while on leave as provided by this subsection. For purposes of this subsection, "blind" has the meaning assigned by Section 91.002(2), Human Resources Code.

Sec. 9. DUAL EMPLOYMENT WITH THE STATE. Employees who are legally employed in two positions within Texas State government are subject to the following provisions and are to be informed of these provisions prior to being placed in such dual employment status: (1) completely separate leave records will be maintained for each employment; (2) time worked in one position may not be used as additional tenure credit for purposes of longevity or annual leave accrual for other positions; (3) upon termination of one employment, the leave balances accrued under that employment may not be transferred to the remaining employment; (4) the state contribution towards the employee's portion of social security tax liability will be subject to the overall limit specified elsewhere in this Act. The Comptroller shall prescribe such uniform accounting and reporting procedures as necessary to ensure that expenditures for this purpose do not exceed this limit; (5) the total state contribution towards the employee's group insurance will be limited to no more than the amount specified elsewhere in this Act for full-time active employees; (6) the employee will be entitled to receive longevity payment for no more than one employment; (7) overtime compensation will accrue to each employment totally independent of the other except that when an employee works in a dual employment capacity where the employee is subject to the overtime provisions of the Fair Labor Standards Act of 1938, 29 U.S.C. Secs. 201 et seq., (FLSA) in either employment, the

employing agency or agencies must consider all combined time worked in excess of 40 hours per week as overtime and compensate the employee in accordance with the FLSA provisions applicable to joint employment relationships. In cases where the dual employment is with two separate agencies, the two agencies shall coordinate in order to determine which agency shall have the responsibility to assure that the employee is properly compensated in accordance with such provisions.

All state employees are to be informed of their obligation and responsibility to inform both initial and second employers of their intent to accept an additional employment with the state.

A university system having employees with multiple component assignments shall enter into necessary agreements designating the principal employer to maintain personnel and leave records in compliance with provisions of this section.

Sec. 10. USE OF ALCOHOLIC BEVERAGES. None of the moneys appropriated under this Act shall be used for the payment of salaries to any employee who uses alcoholic beverages while on active duty. None of the funds appropriated under this Act for travel expenses may be expended for alcoholic beverages.

Sec. 11. LIMITATIONS ON USE OF APPROPRIATED FUNDS. Funds appropriated in Articles I, II, and IV of this Act, or for the Central Education Agency in Article III of this Act, shall be expended only for items set out in the Comptroller's Manual of Accounts, Expenditure Classification insofar that agencies expending said appropriated funds shall have existing statutory authority for such expenditures and that such expenditures are not limited or prohibited elsewhere in this Act.

It is also provided that any agency of the state specified in this Act is authorized to pay the premiums for bonding employees. Such bonds shall be of either individual position or blanket position type, as provided by House Bill No. 18, Fifty-sixth Legislature, Regular Session.

As compensation in addition to that otherwise provided by this Act, departments and agencies covered by this Act in Articles I through VI, are authorized to purchase and present to their respective employees at periodic intervals under such rules and regulations as have been or may be adopted by the respective agencies named hereinabove, service award pins and certifications for longevity of service and safety award pins and certificates for safe operation of state equipment and awards for such special professional achievement and other outstanding service. Such awards will be limited to lapel pins, tie clasps, plaques, loving cups, engraved certificates or other awards of a similar nature and shall be purchased through the State Purchasing and General Services Commission, the cost of which shall not be in excess of seventy-five dollars ($75) per employee.

GENERAL PROVISIONS

TRAVEL REGULATIONS

Sec. 12. GENERAL TRAVEL PROVISIONS. a. The amounts appropriated in this Act to each agency of the state for the payment of travel expenses are intended to be and shall be the maximum amounts to be expended by employees and officials of the respective agencies. None of the moneys appropriated by this Act may be expended for travel expense unless the official travel and the reimbursement claims therefor are in compliance with the following conditions, limitations, and procedures.

b. "Designated Headquarters," as set out in Senate Bill No. 272, Fifty-sixth Legislature, shall be the area within the corporate limits of the city or town in which an employee is required to maintain his official headquarters. At a place not within the corporate limits of a city or town, his "designated headquarters" means the area within a five mile radius of the place at which he is required to maintain his official headquarters.

c. Heads of agencies shall plan the travel of all employees under their authority so as to achieve maximum economy and efficiency. Travel expenses may be reimbursed from the appropriations made in this Act only where the purposes of travel performed are clearly for the conduct of the state's official business and in consonance with the legal responsibilities of the agency of the state represented, and only if out-of-state travel is approved in advance of the travel in accordance with board or commission policy.

None of the funds appropriated in this Act shall be used for the reimbursement for travel expenses incurred unless there is such a description in the expense account submitted to the Comptroller as to identify persons or places contacted and/or the nature of the official business of the state performed properly within the legal responsibilities of the agency; but this provision shall not contravene specific statutes providing otherwise.

d. Copies of requests for advanced written approval for travel outside the United States as provided in Article 6823a, V.A.C.S., shall be filed with the Legislative Budget Board at the time such requests for approval are submitted to the Governor.

Sec. 13. TRANSPORTATION ALLOWANCE. None of the moneys appropriated by this Act may be expended to reimburse costs of transportation on official business except in compliance with the following conditions, limitations, and rules:

a. The rate of such reimbursement for the employee's personally owned motor vehicles shall be twenty-three cents (23¢) per mile. Except for cost of airport parking incurred while on official business or parking fees required for transaction of state business away from the place of employment, no additional expense incidental to the operation of such motor vehicles shall be allowed. None of the moneys appropriated for travel expense for mileage within the State of Texas for use of personally owned motor vehicles shall be expended unless the shortest route between points is used. This shall also include the use of farm-to-market roads.

The maximum reimbursement for out-of-state transportation for the use of personally owned motor vehicles shall be that amount that the employee would have incurred had he taken the next lowest available airline fare below first class plus the per diem necessary to complete such flight. The determination of the allowance due owners of personally owned motor vehicles in compliance with this paragraph shall be as follows: (1) Per diem

shall be determined by the use of an airline schedule which would have sufficed for the performance of the official business. (2) Expenses of transportation to airfields from points where commercial air transportation is not available shall be allowed in addition to the cost of the next lowest available airline fare. (3) When additional employees are conveyed on out-of-state trips in personally owned motor vehicles, reimbursement for use of the personally owned motor vehicle shall be based on total miles of the most direct route from headquarters to destination at the mileage reimbursement rate authorized elsewhere in this Act, provided, however, such reimbursement shall not exceed total cost had each employee traveled by airline on the next lowest available airline fare below first class. (4) When additional passengers are conveyed on out-of-state trips in personally owned motor vehicles, they shall receive as their expenses per diem based on motor vehicle travel time. (5) Persons traveling to points not served by airlines shall receive mileage and per diem based on actual miles traveled and other expenses as authorized elsewhere in this Act for out-of-state travel.

The rate of reimbursement to executive heads and key officials, including members of the Legislature and board or commission members, for travel in their personally owned or leased airplanes within and without the boundaries of the State of Texas and between points of necessary official business shall be forty cents (40¢) per highway mile when traveling in single engine aircraft, sixty-five cents (65¢) per highway mile when traveling in twin engine aircraft, and one dollar fifteen cents ($1.15) per highway mile when traveling in turbine-powered aircraft. When additional executive heads and key officials, including members of the Legislature, are conveyed on trips within or without the boundaries of the State of Texas in personally owned or leased airplanes, they shall receive as a mileage reimbursement an amount equal to that which would have been paid had the person traveled by airline on the next lowest available airline fare below first class. The Comptroller shall develop procedures whereby these multiple reimbursements can be aggregated into a single payment and paid to the individual owning the aircraft or to the individual or entity providing a leased aircraft; provided, however, that the total reimbursement shall not exceed the actual cost of the trip. The rate of reimbursement for other state employees for travel in their personally owned airplanes within and without the boundaries of the State of Texas and between points of necessary official business shall be forty cents (40¢) per highway mile when traveling in single engine aircraft and sixty-five cents (65¢) per highway mile when traveling in twin engine aircraft.

b. An employee traveling by rented or public conveyance, or the commercial transportation company furnishing same, is entitled to a transportation allowance equal to the actual cost of necessary transportation for performing official business. The rate of reimbursement for any employee for whom funds are appropriated in this Act, for air transportation shall not exceed the next lowest available airline fare below first class unless such is not available. Payment of said transportation allowance may be made by either of the following methods, upon selection by the executive head of the employing state department or agency in advance of authorized official travel:

(1) Where the employee pays for public transportation from his personal funds, receipts for such necessary transportation, excluding receipts for bus, taxi or limousine fares, shall be obtained and attached to the employee's expense account when submitted. Receipts as used in this provision shall be evidence that transportation was purchased.

(2) Executive heads of state departments and agencies may request commercial transportation companies to furnish required transportation for official business to designated officials and employees of such departments and agencies, upon the presentation to cooperating transportation companies of transportation requests approved by the head of the department or agency requesting such transportation. The transportation request shall specify the class of transportation authorized.

The cost of such transportation services shall be billed monthly to the respective departments and agencies, and paid by the Comptroller upon the submission of a purchase voucher showing the detail of such furnished transportation and the approval by the respective department or agency.

To facilitate auditing and verification of such charges, transportation companies shall list on their billing the point of origin and point of destination of each trip and shall also show the tax on the fare charged. The state department or agency shall attach to each account a complete statement setting out in detail why each trip listed was necessary in the operation and maintenance of that department or agency.

c. No claim for public transportation will be paid unless it is in compliance with this section.

Sec. 14. PER DIEM ALLOWANCE. None of the moneys appropriated by this Act may be expended for reimbursing the cost of meals, lodging, or subsistence expenses incurred in official travel except in compliance with the following conditions, and limitations:

a. Rates of Allowance. Each employee who travels on state business shall be allowed, in lieu of actual expenses incurred for meals and lodging, a flat per diem rate not to exceed forty dollars ($40) per day. Such amount shall be the maximum except that when local conditions and/or circumstances of the required travel are such that the employee finds impossible or impractical to secure lodging for less than twenty-five dollars ($25) per day, the employee may be reimbursed for the actual cost of lodging, not to exceed fifty-five dollars ($55) per day, and a flat per diem rate for meals, not to exceed fifteen dollars ($15) per day. In order to be reimbursed for actual cost of lodging, not to exceed fifty-five dollars ($55) per day, the employee must attach to the travel voucher the actual receipt for lodging. It is the intent of the Legislature that administrators shall conserve funds allocated for travel by authorizing less than the maximum rate in those circumstances when local conditions warrant it.

Claims for reimbursement shall be calculated on a consistent basis for each trip. If the "actual cost of lodging" approach is used for the first day of a trip, that same method should be used for all days of the trip. Exception to this policy will be allowed when the rate paid for lodging changes during the trip.

b. Day Defined. In computing the per diem allowance for continuous travel of more than twenty-four (24) hours, the calendar day (midnight to midnight) will be the unit, and for fractional parts of a day at the commencement or ending of such continuous travel, constituting a travel period, one-fourth (1/4) of the rate for a calendar day will be allowed for each period of six (6) hours or fraction thereof. A fraction of a per diem period is defined to be two (2) hours or more. The four (4) parts of the calendar day for in or out-of-state travel shall be as follows:

(1) 12:01 a.m. to 6:00 a.m. (2) 6:01 a.m. to 12:00 a.m.
(3) 12:01 p.m. to 6:00 p.m. (4) 6:01 p.m. to 12:00 p.m.

For continuous travel of less than twenty-four (24) hours, constituting a travel period which requires the securing of lodging, such period will be regarded as commencing with the beginning of the travel and ending with the completion thereof, and the per diem allowance shall be calculated in the same manner prescribed in the preceding paragraph.

c. An employee whose duties require travel outside the city limits of his designated headquarters for periods which do not require him to sleep away from his designated headquarters shall receive a partial per diem allowance for actual cost of meals not to exceed fifteen dollars ($15) per day.

d. When conditions warrant it and under rates established by the agency, persons authorizing travel may reduce the per diem allowance for any part of an employee's travel, provided that such employee shall be notified of such reduced per diem before being allowed to incur any expense. It is the intention of this subsection that employees whose living costs are unusually low when engaged in travel, such as those camping out, need not be paid the full per diem allowance.

A traveling state employee may return to his headquarters daily or on the weekend rather than stay out at the state's expense and by so doing the expense involved shall be considered as state business, providing however, that the actual expense involved, including per diem, mileage, or public transportation in returning to headquarters daily or on weekends, shall never exceed the per diem allowance the employee would have received had he remained at his post of duty.

State's business as is applied to daily round trips, shall be determined by computing the transportation allowance and per diem on a daily basis, including the first and last day of the trip, and when the transportation allowance and per diem for that day exceed forty dollars ($40) per day, or amounts as provided elsewhere in this article, only that amount for that day will be allowed.

Sec. 15. TRAVEL BY OFFICERS AND EMPLOYEES OF AGENCIES OF HIGHER EDUCATION. None of the moneys appropriated by this Act may be expended for official travel expense incurred by members of governing boards, executive and administrative heads, or by any employee of state agencies of higher education except for official business as approved by the appropriate governing board. Official business shall include the formal presentation of original research by an employee, if before a national, international, regional, or state learned society, and if the travel for such purpose has been approved in advance.

For the purpose of either in-state or out-of-state travel, however, the respective governing boards may delegate their authority to authorize and approve official travel reimbursements from appropriations made in this Act, to presidents, chief executive heads, vice presidents or deans heading State systems or particular agencies of higher education, or to fiscal officers of such systems or agencies; provided that such delegations of authority shall specify the kind or nature of official travel to be approved and the termination date of such delegated authority, that such delegations are entered in the official minutes of the governing board and that a copy of such delegations is filed with the comptroller.

Sec. 16. EXCEPTIONS TO THE PER DIEM AND TRAVEL ALLOWANCES. a. Judicial officers authorized by law and executive heads of state agencies, including the Executive Director of the Legislative Council and Secretary of the Senate, shall be reimbursed for their actual meals, lodging and airport parking fees (exclusive of expenses related to personally owned automobiles and commercial transportation which shall be paid as provided under other sections of this Article) when traveling on official business either in or out of the state. State employees may receive actual expenses when traveling on official business outside the continental United States upon submitting an itemized list of expenses incurred.

b. Employees of the Governor's Office and employees of other state agencies designated by the governor to represent him at governmental meetings or conferences when held out of the state shall receive actual meal, lodging, and incidental expenses. State officials and employees who travel to represent the governor at governmental meetings or conferences may be reimbursed for their expenses out of appropriations made to the agencies by which they are employed.

c. Members of the Legislature who serve on any board, council, committee or commission shall receive actual expenses for meals, lodging, and incidental expenses when traveling on official business inside and outside the state. Claims for reimbursements of such expenses shall be presented on forms prescribed by the comptroller.

When traveling on official business inside the state, such Members of the Legislature shall be reimbursed for mileage on the same basis as is provided in this Act for other state officials and employees, and it is further provided that the same mileage rate shall apply to necessary travel to points within the state other than the seat of government. For necessary travel on official business outside the state, such Members of the Legislature shall be reimbursed on the basis of the next lowest available airline rate below first class transportation, or at the same mileage rate as is prescribed above in this paragraph where a personally owned automobile or airplane is used for such travel.

d. State employees, traveling with state officers, executives, or members of the Legislature excepted from regular per diem and travel allowances by the provisions of this section, may also be reimbursed for travel expenses while on official state business according to the provisions of this section.

e. Aircraft pilots are authorized reimbursement for actual meal and lodging expenses up to, but not to exceed the maximum per day rate allowable as provided elsewhere in this article when irregularity of flight time and schedules are such that the standard method of reimbursement is not applicable.

f. None of the funds appropriated by this Act may be used to pay actual expenses as authorized by this section unless the traveling employee receives prior written approval by the agency head indicating the approximate cost of such travel.

g. When board or commission members, traveling on actual expenses, incur expenses for meals and/or lodging while attending official meetings, the expenses may be paid by a single voucher which itemizes expenses per board or commission member in lieu of the filing of separate vouchers by each board or commission member. The board or commission shall designate the appropriate officer of the agency to be responsible for approval of the vouchers. The Comptroller of Public Accounts shall prescribe rules and regulations for the implementation of this provision.

h. Notwithstanding any other provision of this Act, all state agencies are hereby authorized to reimburse disabled employees and board or commission members for attendant care and other necessary expenses when traveling outside their designated headquarters. Such travel reimbursements will be allowed when in accordance with established agency policies and will be in addition to travel allowances provided for in the travel regulations.

Sec. 17. PASSENGER AND OTHER VEHICULAR EQUIPMENT (EXCLUDING AIRCRAFT). Only the following agencies are authorized the use of appropriated funds for the purchase, operation, and maintenance of passenger cars and other vehicles designed for passenger transportation (excluding aircraft): Texas Youth Commission, Adjutant General's Department, Alcoholic Beverage Commission, Department of Agriculture, Attorney General, State Purchasing and General Services Commission, Department of Corrections, Department of Highways and Public Transportation, Historical Commission, General Land Office, Parks and Wildlife Department, Railroad Commission, Department of Public Safety, Department of Water Resources, Department of Banking, Board of Plumbing Examiners, Board of Pharmacy, Board of Pardons and Paroles, Low-Level Radioactive Waste Disposal Authority, Credit Union Department, Office of Consumer Credit Commission, and Savings and Loan Department.

For the purposes of the above limitation, the following vehicular equipment shall not be construed to be passenger cars and other vehicles designed for passenger transportation and may be purchased, operated, and maintained by an agency through appropriated funds: panel, pickup and delivery trucks and trucks required for the conveyance of special equipment; motorcycle delivery units; dual control automobiles used exclusively for driver training; passenger cars equipped with two-way radios when such equipment is a direct requirement of the user's primary responsibility; motorcycles, jeeps, and boats needed and used for fire prevention, fire fighting and other activities for safeguarding public safety, public property, or for criminal law enforcement; ambulances or other passenger vehicles specifically equipped and regularly used for ambulance services; buses, sedans, vans and station wagons regularly used for the mass transportation of numbers of people and essential to the efficient management of the operating agency of the state as certified by a report filed

with the Governor's Budget and Planning Office and the Legislative Budget Office prior to acquisition.

It is the intent of the legislature that agencies authorized to purchase passenger vehicles and/or other general use ground transportation vehicles shall purchase economical, fuel efficient vehicles assembled in the United States of America when the purchase of such vehicles would have no significant detrimental effect on the public service being performed. Each agency purchasing vehicles as authorized in this Act shall file, as a part of the annual report required elsewhere in this article, a report listing each passenger vehicle purchased, make and model, purchase price, assigned type of use and fuel efficiency as expressed by the manufacturer fuel efficiency rating.

Sec. 18. AIRCRAFT. a. This subsection shall apply only to state-owned aircraft and shall be the only appropriation authority therefor.

(1) No purchase of aircraft shall be made from appropriated funds except as authorized in this section.

(2) Agencies authorized to expend appropriated funds for the maintenance and operation of state-owned aircraft or replacements authorized below are: Texas A&M University System, Department of Mental Health and Mental Retardation, Aeronautics Commission, Department of Agriculture, Department of Corrections, Governor's Office, General Land Office, Parks and Wildlife Department, Department of Public Safety, Comptroller of Public Accounts, Railroad Commission, Department of Human Resources, Texas Tech University, Texas Tech University Health Sciences Center, University of Texas System, Office of the Attorney General, Texas State Technical Institute, Texas Forest Service, and Aircraft Pooling Board.

(3) Expenditure of appropriated funds for replacement of the above aircraft with aircraft of comparable quality may be made contingent upon approval of the Aircraft Pooling Board and a finding of fact by the Governor that a report has been filed with his office showing:

(a) That the aircraft to be replaced has been destroyed or has deteriorated to an extent that continued operation presents a serious hazard or that the aircraft to be replaced can no longer meet the mission requirements of the principal user state agency.

(b) That other state-owned aircraft cannot be effectively utilized in lieu of a replacement aircraft.

(4) It is the intent of the Legislature that state-owned aircraft be utilized by all agencies of the state. To determine the extent to which this intent is being met, agencies operating state-owned aircraft shall file an annual report with the Legislative Budget Office detailing utilization by other agencies and the methods used to increase the utilization.

(5) The Aircraft Pooling Board shall purchase liability insurance to protect the officers and employees of state agencies operating state-owned aircraft. Expenditures necessary to purchase such insurance shall be made on a pro rata basis, as determined by the Aircraft Pooling Board, from appropriations authorized to each agency operating a state-owned aircraft. The comptroller shall transfer such necessary amounts from agencies operating aircraft to the Aircraft Pooling Board for the purchase of liability insurance and expenditure of such funds by the board is hereby authorized.

(6) All state agencies operating aircraft based in Austin shall use State Aircraft Pooling Board facilities for storage, maintenance, and fueling of these aircraft to the extent that State Aircraft Pooling Board facilities are available.

(7) All agencies using State Aircraft Pooling Board services shall reimburse the State Aircraft Pooling Board for providing services within 30 days from the date of billing.

(8) Any reimbursements received by an agency of the state for authorized aircraft services rendered to any other agency of the state are hereby reappropriated to the agency receiving such reimbursements, and shall be credited to the agency's appropriation item(s) for aircraft expenses.

(9) All rates charged for interagency aircraft services shall be approved by the Aircraft Pooling Board and shall be set at levels adequate for recovery, to the extent possible, of all direct costs (including the pro-rata share of major maintenance, overhauls, and pilots' salaries) for the services provided.

b. This subsection shall apply to expenditure of funds in connection with aircraft not owned by the state.

(1) In the event that a need arises and no state-owned aircraft are available through the Aircraft Pooling Board, or if the board determines that long or short-term lease or rental of aircraft would reduce the cost of transportation to the State of Texas, the board may authorize state agencies to expend funds for such lease or rental of aircraft or helicopters.

(2) Other than mileage reimbursements provided for in this Act, no other state agency in Articles I through IV may expend appropriated funds for the lease or rental of aircraft.

OTHER PROVISIONS

Sec. 19. ACCEPTANCE OF GIFTS OF MONEY. All bequests and gifts of money to state agencies named in this Act are hereby appropriated to the agency designated by the grantor and for such purposes as the grantor may specify, subject to the following:

(1) All such bequests and gifts of moneys, unless exempted by specific statutory authority, shall be deposited into the State Treasury and shall be expended in accordance with the provisions of this Act.

(2) No gifts or bequests to a state agency shall be transferred to a private or public development fund or foundation, unless written permission for the transfer is given by the donor of the gift or representative of the estate. An account of all such letters of written permission and transfers of gifts and bequests shall be kept by the agency and shall be reported to the State Auditor.

Sec. 20. FEDERAL FUNDS. All funds received from the United States government by state agencies and institutions named in this Act are hereby appropriated to such agencies for the purposes for which the federal grant, allocation, aid, payment or reimbursement was made subject to the following:

(1) Federal funds including unexpended balances shall be deposited to and expended from the specific program identified under each agency's appropriation bill pattern.

No federal funds may be expended for programs or activities other than those which have been reviewed by the Sixty-ninth Legislature and authorized by specific language in this Act or encompassed by an agency's program structure as established by this Act.

(2) Federal reimbursements received for expenditures previously made or services performed on behalf of federal programs from state funds shall be credited by the Comptroller to the fund from which the expenditure was originally made. The credit shall be to the agency's current appropriation item or accounts from which the expenditures of like character were originally made and are hereby reappropriated. Reimbursements received from employee benefits paid from General Revenue Fund appropriations of other administering agencies shall be deposited to the unappropriated General Revenue Fund.

(3) All agencies receiving federal funds shall utilize those funds to the maximum extent possible to reduce expenditures of state funds appropriated for use. It is the intent of the Legislature that reductions in state funds be returned to the State Treasury.

(4) It is the intent of the Legislature that any position created for administration of federal grant programs shall be phased out upon discontinuance of the particular federal grant for which it was authorized.

(5) Annual reports showing federal funds received and their intended usage shall be filed by the Governor's Budget and Planning Office with the presiding officers of both houses of the Legislature for referral to appropriate standing committees for review.

Agencies subject to the Position Classification Act of 1961 will make federal grant employment in accordance with the provisions of that Act in positions listed in Article V of this Act.

OTHER PROVISIONS
(Continued)

Sec. 21. EARNED FEDERAL FUNDS. Earned federal funds are defined as all moneys received in connection with each entitlement period of a federally funded contract, grant or program excluding reimbursements as defined in Section 20. (2), which are not required by the governing agreement to be disbursed thereon. Typically, they arise from recoveries of costs previously paid from a nonfederal fund source, interagency contracts paid from another agency's federal funds, indirect cost allocations, interest earned on federal funds, and minor sources such as the sale of fixed assets purchased with federal funds. Except for state agencies of higher education and their affiliated agencies, the expenditure of funds received and/or earned in accordance with this definition by state agencies is limited to the appropriation authority granted to each agency. Any such excess funds remaining at the end of the biennium for each agency are to be carried forward as a funding source available for appropriations of the subsequent biennium.

Sec. 22. PRISON-PRODUCED GOODS. In order that all state agencies and institutions covered by this Act fully utilize funds herein appropriated, it is the intent of the Legislature that such agencies and institutions, shall purchase goods produced by the Texas prison system when such goods are equal to or lower in price than goods of a comparable quality when purchased on the open market.

Sec. 23. ACQUISITION OF PROPERTY. In order to conserve the moneys appropriated by this Act, the State Purchasing and General Services Commission and the governing boards of the state institutions of higher learning either acting directly or through the State Purchasing and General Services Commission or through any other state agency in behalf of their respective institutions, are hereby authorized to negotiate purchases of commodities and supplies of any kind or character whatsoever needed by any state agency with the duly authorized agencies of the federal government. However, any such commodities or supplies so purchased shall be obtained at a price not to exceed the prevailing market value thereof, and if there be no market value then at the real or intrinsic value.

It is further provided that only for the purposes of the expenditures authorized in the preceding paragraph, the State Purchasing and General Services Commission and the governing boards of the state institutions of higher learning may waive the requirement of bidder's bond and performance bonds, otherwise required, in negotiating such purchases with the duly authorized representatives of the federal government.

Except as specifically authorized to do so by existing statutes, none of the agencies for which appropriations are made in this Act shall accept the donation of real property or expend any of the moneys appropriated herein for the purchase of real property without the expressed permission and authorization of the Legislature. It is further provided that the institutions of higher education are specifically authorized to accept gifts or devises of real property from private sources for the establishment of scholarships, professorships, or other trusts for educational purposes, provided such property will not hereafter require appropriations by the Legislature for operation, maintenance, repair, or the construction of buildings.

Sec. 24. SURPLUS PROPERTY. Receipts to any agency of the state government specified in this Act which are received from the sale of surplus property, equipment, livestock, commodities, or salvage pursuant to the provisions of House Bill No. 1673, Chapter 773, Acts, Sixty-sixth Legislature, 1979, are hereby appropriated to such State agency for expenditure during the fiscal year in which such receipts are received. Receipts from such surplus and salvage sales are to be credited to the appropriation item from which like property, equipment, livestock, or commodities would be purchased.

Sec. 25. EXCESS OBLIGATIONS PROHIBITED. No department or agency specified in this Act shall incur an obligation in excess of the amounts appropriated to it for the respective objects or purposes named unless the State Purchasing and General Services Commission has determined that a proposed installment purchase arrangement is cost effective and has so certified in response to an agency request except for obligations incurred for the purchase or lease of automated information system equipment; however, only if such department or agency has filed with the Automated Information Systems Council (AISAC) a long-range automated information system plan and such plan has been approved by AISAC. In the event this provision is violated, the State Auditor shall certify the fact and the amount of over-obligation to the comptroller, and the comptroller shall deduct an amount or amounts equivalent to such over-obligation from the salary or other compensation due the responsible disbursing or requisitioning officer or employee, and apply on the payment of the obligation. This provision is specified pursuant to Section 10, Article XVI, of the Constitution of Texas.

Sec. 26. DEFINITION OF U.B. The words "unexpended balance" or the abbreviation "U.B." when used in this Act means the unobligated balance left in the appropriation, and includes only that part of the appropriation, if any, which has not been set apart by the incurring of an obligation or commitment or indebtedness by the state agency in charge of spending such appropriation.

Sec. 27. REIMBURSEMENTS AND PAYMENTS. Any reimbursements received by an agency of the state for authorized services rendered to any other agency of the state government, and any private sources and any payments to an agency of the state government made in settlement of a claim for damages, are hereby appropriated to the agency of the State receiving such reimbursements and payments for use during the fiscal year in which they are received.

The reimbursements and payments received shall be credited by the comptroller to the agency's current appropriation items or accounts from which the expenditures of like character were originally made, or in the case of damage settlements to the appropriation items or accounts from which repairs or replacements are made; provided, however, that any refund of less than fifty dollars ($50) to an institution of higher education for postage, telephone service, returned books and materials, cylinder and container deposits, insurance premiums and like items, shall be deposited to the current fund account of the institution in the State Treasury and such funds are hereby reappropriated.

Sec. 28. REFUNDS OF DEPOSITS. Any money deposited into the State Treasury which is subject to refund as provided by law shall be refunded from the fund into which such money was deposited, and so much as is necessary for said refunds is hereby appropriated.

The State Comptroller of Public Accounts shall establish accounting procedures for suspense fund refund transactions in which all agencies will eliminate the delayed clearance of moneys from the suspense fund, reduce accounting paperwork, and maximize revenues to the General Revenue Fund and other state funds.

Sec. 29. DORMANT ACCOUNTS. As provided in Article 4344a, V.A.C.S., the State Comptroller of Public Accounts shall, with the consent of the State Auditor and the State Treasurer, transfer the balances in any dormant account to the General Revenue Fund.

Sec. 30. SALES OF LISTS. The proceeds of all sales of lists which are prepared by state agencies for which appropriations are made in this Act shall be deposited to the credit of the appropriation item out of which the costs of preparation are made.

Sec. 31. AUDITS. None of the appropriations herein made shall be used to employ any firm or person to audit the books of any department, board, commission, institution or state agency, this being the duty of the State Auditor; provided, however, that in any instances where the funds available to said State Auditor are not, in his judgment, sufficient for any requested or contemplated audit, the department head or heads having authority to disburse the appropriations herein made are hereby authorized to direct the state comptroller to transfer from any appropriations to the appropriation herein made for the State Auditor the amount which in the judgment of the State Auditor is necessary for the purpose of making such audit.

Any amount so transferred to the State Auditor shall be used by him for the actual costs of the specified audit, and any balances of such funds remaining at the end of any fiscal year are hereby appropriated to the State Auditor for the purpose of completing the audit or audits for which the funds were transferred. On the completion of any such audits any excess funds remaining shall be transferred by the State Auditor back to the department, board, commission, institution or agency from which transferred.

The provisions of this section notwithstanding, supplemental audits of funds received from the United States Government by agencies of the state named in this Act, which are required as a condition of the receipt of such funds, may be made in addition to the auditing performed by the State Auditor when funds for such purpose are provided by the federal grant, allocation, aid or payment.

Notwithstanding other provisions of this Act, any state agency providing grants or operating funds for governmental programs to local governmental units, private corporations, or other organizations other than a state agency or department, may require, as a condition to granting or providing such funds, that the receiving entity have a yearly independent audit performed and transmitted to the state agency. If sufficient personnel are available, the state agency may have its internal audit staff make a yearly inspection visit to the local entity. The state agency shall take action on exceptions noted in the independent audits and

provide documentation of that action to the State Auditor, Legislative Audit Committee, legislative Budget Board and the Governor's Office. Notice of such action shall be given at the board meeting of the state agency and shall be announced on the agenda of that meeting.

Sec. 32. MOVING EXPENSES. Departments and agencies in Articles I through IV are authorized to pay costs of transporting and delivering only in state-owned equipment, the household goods and effects of employees transferred by the named departments from one permanent station to another, when in the judgment of the department, the best interest of the state will be served by such transfer.

It is further provided that in the event state-owned equipment is not available, and to avoid imposing the hardship of an employee working in one location while his family and personal belongings are located elsewhere, the above authority may be extended to include the use of a commercial transportation company or self-service vehicles for the moving of the employee's household goods and other personal effects. Such state agencies may not utilize state funds for such purposes except upon presentation by the officer or employee of a bona fide receipt of payment for services rendered from a commercial transportation company or charges of a self-service rental company.

It is specifically provided that the authority granted by this section shall not extend to new employees.

Sec. 33. INTERPRETATION OF ESTIMATES. In the event the amounts of federal funds, local funds, or funds other than appropriations from the General Revenue Fund, have been estimated in this Act in sums greater than are actually received by the respective agencies of the state, this Act shall not be construed as appropriating additional funds from General Revenue to make up such differences. Wherever the language of this Act appropriates all receipts and balances from a specified source but uses an estimated amount to inform the legislature and the public, the estimated figure is not to be construed as a limitation on the amount appropriated.

Sec. 34. PETTY CASH REVOLVING FUNDS. From any item of appropriations containing other expenses, departments and agencies may expend funds for the purpose of creating a Petty Cash Revolving Fund under the conditions hereinafter set out:

a. A need for a Petty Cash Revolving Fund is determined by the department or agency.

b. The Petty Cash Revolving Fund shall be an amount not to exceed one thousand dollars ($1,000); however, the Texas Department of Health, Department of Human Resources, Commission for the Blind, Texas Youth Commission, the State Department of Highways and Public Transportation, and the Department of Public Safety may establish a Petty Cash Revolving Fund in regional headquarter offices and other offices approved by the State Auditor not to exceed five hundred dollars ($500) per office.

c. Whenever the determination is made that a Petty Cash Revolving Fund is desirable for a particular department or agency, the Comptroller of Public Accounts shall draw a warrant payable to a local bank on vouchers issued by the department or agency. Such petty cash revolving fund in the local bank may be expended by checks signed by a bonded employee of the department or agency designated by the head of the department or agency to administer such fund. Disbursements from the petty cash revolving fund shall be reimbursed from appropriations made for the purposes for which the expenditure was made, and each expenditure from the petty cash revolving fund be supported by a cash disbursement voucher. The Comptroller of Public Accounts shall inform the State Auditor of all petty cash funds so created and the State Auditor shall report to the Legislature any abuse or unwarranted use thereof.

The provisions contained in this section for establishing and operating Petty Cash Revolving Funds shall not apply or affect those petty cash revolving funds otherwise provided for in this Act.

Sec. 35. SALE OF HEARINGS TRANSCRIPTS. Proceeds from the sale of transcripts made by hearings reporters who are state employees shall be deposited in the State Treasury in all cases where the copies of the transcript are made on state time or using state supplies or equipment. State agencies allowing employees to retain proceeds from the sale of transcripts shall develop procedures for assuring that neither state equipment nor supplies are used in preparing copies of transcripts.

Sec. 36. VENDING MACHINES AUTHORIZED. Except in those areas which are now served by vendors operating under supervision of the Blind Commission, vending machines may be placed on state-owned or leased property or in state-owned or leased buildings only with the approval of the governing boards or commissions and such approval shall be recorded in the minutes of the body. A copy of the contract shall be filed with the State Purchasing and General Services Commission showing the location within the agency and the terms of the contract. Proceeds, net revenues, rentals or commissions received shall be accounted for as state revenue and the amount so collected is hereby appropriated to the institution, board, commission or agency for use as directed by the board or commission authorizing the installation. The amount of such proceeds, net revenues, rentals or commissions and disposal of such funds shall be included in the annual report of the state agency as required elsewhere in this Act. Vending machines located in areas or buildings now being serviced by vendors under the supervision of the Blind Commission must be operated under a joint contract with the machine owners and the vendors operating under the supervision of the Blind Commission.

Sec. 37. PAY STATION TELEPHONES AUTHORIZED. Pay station telephones may be located in the capitol area only with the approval of the State Purchasing and General Services Commission and the net proceeds of such installations shall be collected and deposited to General Revenue Fund by the State Purchasing and General Services Commission. In other areas pay telephones may be located in state-owned or leased buildings or on state-owned land only with the approval of the governing board or commission and the net proceeds shall be collected and accounted for as state revenue and the amount so collected is hereby appropriated for use by the agency as determined by the governing board or commission. The amount of net proceeds and disposal of such funds shall be included

in the annual report of the state agency as required elsewhere in this Act.

Sec. 38. CENTRAL SUPPLY STORE AND REVOLVING FUND. The legislative intent in establishing a Central Supply Store to serve state agencies is to obtain maximum efficiency and economy of operations and convenience to state agencies. To this end the revolving fund previously established in the amount of Seven Hundred Thousand Dollars ($700,000) is hereby reappropriated. Transfer of agency funds to reimburse this revolving fund for purchases made by the using agency shall be accomplished by the most efficient and expeditious procedure possible including the elimination of warrant issuance when feasible.

Sec. 39. EMBOSSED OR ENGRAVED PRINTING. None of the moneys appropriated under this Act shall be used for the purchase of embossed, engraved, or foil stamped printing and stationery, or for the original printing or reproduction of reports, brochures, pamphlets or stationery that utilizes silk screening or thermography, except for the offices of the Governor, Lieutenant Governor, Speaker of the House, for Members of the Legislature, Attorney General, Secretary of State, Comptroller of Public Accounts, Railroad Commission, and for degrees or diplomas awarded by agencies of higher education.

Sec. 40. PURCHASES OF POSTAGE. None of the moneys appropriated in this Act shall be expended for postage stamps or post office box rent except on vouchers made payable to a United States Post Office, and the warrant or check shall be endorsed by the postmaster from whom the purchase is made; provided, however, this restriction shall not apply in any reimbursement authorized under Section 26 of this Article, or Section 16, Article III of this Act or reimbursements to any authorized petty cash fund, or reimbursements in amounts not to exceed Twenty-five Dollars ($25) to agency employees for emergency purchases of postage. The Comptroller of Public Accounts shall prescribe rules and procedures to implement this section.

If the expenditures for postage by any agency, other than the Legislature or an agency of higher education, exceed Four Thousand Dollars ($4,000) for the fiscal year, such agency shall install a postage meter machine and have all purchases of postage recorded on that postage meter machine, excepting purchases of stamps for field offices or traveling employees. The installation cost and rental of the postage meter machine shall be paid from appropriations in this Act which include general operating, current and recurring operating expense, other operating, maintenance, miscellaneous, or contingent expenses.

All sums received by an agency, in refund of postage used by the agency shall be deposited in the fund to the credit of the appropriation from which postage for said agency is paid and are hereby reappropriated for postage use.

Sec. 41. COURT REPRESENTATION OF THE STATE. Except as otherwise provided by the Constitution or general or special statutes, the Attorney General shall have the primary duty of representing the State of Texas in the trial of civil cases, and none of the funds appropriated in this Act may be expended by any agency of the state government (other than those included in Article VI of this Act) to initiate a law suit or defend itself against any legal action unless such agency is represented in that

particular action by the Attorney General or a member of his staff. Where the Attorney General, District Attorney, Criminal District Attorney, County Attorney, or other lawyer is required by constitutional or statutory provision to represent a state agency, state official, state board or state department, no compensation shall be paid from any appropriation made in this Act to any other attorney for representing the State of Texas in the trial of a civil law suit except in those cases where the Attorney General, District Attorney, Criminal District Attorney, County Attorney or other lawyer, as the case may be, has requested that the attorney or attorneys employed by the particular state agency, state official, state department or state board, assist with the trial of the particular law suit. This provision shall not, however, restrict a state agency, state official, state department or state board in the investigation and assembling of evidence in connection with a pending or prospective civil suit. Further, this provision shall not prohibit the foregoing state officials, state agencies, state boards or state departments and their employees from investigating, filing or presenting a claim, owing to the State of Texas, when such claim is filed with or presented to an individual, association, corporation, guardian, administrator, executor, receiver, trustee, legal representative, or probate court.

This provision was not intended and shall not restrict the Attorney General from employing special assistants to assist in the trial of civil suits to be paid from the appropriations therefor made to the Attorney General's Office.

Sec. 42. OUTSIDE LEGAL COUNSEL. Prior to expenditure of funds for retaining outside legal counsel, agencies and departments other than those included in Article VI of this Act shall request the Attorney General to perform such services. If the Attorney General cannot provide such services, he shall so certify to the requesting agency who may then utilize appropriated funds to retain outside counsel.

Sec. 43. ARCHITECTURAL FEES. Architectural fees paid from funds appropriated in this Act shall be governed by the following schedule and provisions:

a. The schedule of basic fees to be paid an architect or architects for all professional services as set out below, based on the total cost of the work, shall not exceed:

Construction Cost of Project	Dormitories, Garages, and Warehouses	Classroom, Office and Other Bldgs.	Health, Research, Special Education Facilities
Over $15,000,000	-	6.0%	6.0%
$200,000 to $15,000,000	6.5%	7.0%	7.5%
Up to $200,000	7.5%	8.0%	8.5%

For construction costs between tabular limits, the fee shall be determined by direct interpolation.

OTHER PROVISIONS
(Continued)

Basic fee for remodeling and alterations shall be one-third greater than scheduled above. Alterations and remodeling is defined as any change, architectural, structural, mechanical or electrical, made to an existing structure and includes portions of that structure changed as a result of additions or extensions to a structure.

b. When one building design is used in two or more locations within the same project, the fees to be paid shall be:

(1) For the first building of such design, a basic fee calculated according to the schedule above.

(2) For the second and subsequent buildings utilizing such design, the basic fee shall be reduced 35%. Such fee shall include changes required by site conditions including foundation redesign; partition changes; mechanical and electrical changes; necessary program changes; other architectural services normal under such circumstances; and inspection of the construction.

c. Architectural fees shall include:

(1) The necessary conferences, and the preparation of preliminary studies and final designs.

(2) The production of complete architectural, mechanical and structural drawings and specifications including their proper correlation.

(3) Construction contract administration and all other normal architectural services.

(4) Payment of all fees to consulting engineers and landscape architects for their services in connection with the building design and construction when employed by the architect.

d. The architect shall inspect the construction of the work to such an extent as may be necessary to ascertain whether the work is being executed in conformity with his working drawings or specifications or directions; make recommendations on materials and equipment; check and report on contractor's proposals in connection with changes in the contract; and approve certificates of payment. When continuous field supervision or a clerk of the works is deemed necessary by the state, the cost of such supervisory personnel shall be borne by the state in addition to the basic fee.

e. The maximum fee specified shall include the cost of all professional services rendered by an architect or architects, and the aggregate contract price for services rendered by a consulting architect and an associate architect shall never exceed the applicable fee limitation except as set forth in subsection "d" hereof.

f. The state will furnish the architect a limited consulting service consisting of a complete survey, soil analysis, and a program of the work outlining in detail the space requirements, their general relationships and the standards of types of construction.

OTHER PROVISIONS
(Continued)

Sec. 44. MINUTES OF BOARD MEETINGS. a. The appropriations made in this Act are contingent upon adherence to the following procedure: in order that the Governor and the Legislature may be more adequately informed about the disposition and use of appropriations authorized from all funds, the governing bodies of the institutions, schools, and agencies of the executive branch of the government shall cause to be filed with the Governor and the Legislative Budget Board, immediately upon transcription, certified copies of the minutes of board meetings. Any changes or subsequent corrections of minutes filed with the governor and the Legislative Budget Board shall be similarly filed.

b. In addition, the appropriations to the agencies and systems of higher education in this Act are made contingent upon the filing, by said agencies and systems, of additional copies of minutes of board meetings and copies of budget requests with the Legislative Reference Librarian in the same manner as prescribed in the paragraph immediately above.

Sec. 45. POLICE ACADEMY. None of the funds appropriated by this Act may be expended for creation of an additional police training academy except as specifically appropriated for in this Act.

Sec. 46. CENTRALIZED TELEPHONE SERVICE. This section shall apply to state departments and agencies in the capitol complex area of Austin, Texas, which were utilizing the centralized telephone service commonly known as the "Centrex System" on March 1, 1965, and to any state agencies which thereafter elect to subscribe to such service.

Upon certification by the State Purchasing and General Services Commission as to the pro rata share of local service charges assessed to each such agency based upon equipment in use, plus long distance tolls and installation charges directly incurred by the respective state agencies, the Comptroller shall transfer from appropriations to the affected state agencies, into a special operating account within the State Purchasing and General Services Commission, the amounts so derived. For the biennium ending August 31, 1987, all income to the aforementioned operating account is appropriated to the State Purchasing and General Services Commission for the payment of telephone services only.

Sec. 47. STATE TELEPHONE SYSTEM USE. It is the intent of the Legislature that policy manuals of state agencies and institutions of higher education contain the directive that state employees be advised that an employee may be held liable for the cost difference between a non-State Telecommunications System (STS) call and an STS call, unless the non-STS call meets the following standards: (1) the executive head certifies to the comptroller that an emergency exists; (2) the State Purchasing and General Services Commission determines the non-STS call is most cost effective; or (3) the STS network is not available at the location.

Sec. 48. TELECOMMUNICATION REVOLVING ACCOUNT. All moneys paid into this account in accordance with the provisions of Article 10 of Article 601b, Vernon's Texas Civil Statutes, are hereby appropriated and may be expended for the purposes set out in Article 10. The balance in this account as of August 31, 1985, is hereby reappropriated and may be expended for those same purposes.

Sec. 49. CENTRALIZED CAPITOL COMPLEX TELEPHONE SYSTEM. This section shall apply to state departments and agencies in the Capitol Complex area utilizing the state-owned Centralized Telephone Service of the State Purchasing and General Services Commission.

Upon certification by the State Purchasing and General Services Commission as to the pro rata share of the system for each using agency, a reimbursement to the State Purchasing and General Services Commission shall be accomplished by the most efficient and expeditious procedure possible including the elimination of warrant issuance when feasible. Funds applicable to the state-owned Centralized Telephone Service shall be maintained in the Telecommunication Revolving Account but specifically identified. The Telecommunication Revolving Account shall be utilized as the depository for specific appropriations, reimbursements from using agencies, and shall be a source of funds to purchase, installment purchase, lease or otherwise acquire services, supplies, and equipment and to pay salaries, wages, and other costs directly attributable to the provisions and operations of the system.

All moneys paid into this account are appropriated for stated purposes and the balance at August 31, 1985, is reappropriated for the 1986 fiscal year and the balance at August 31, 1986, is reappropriated for fiscal year 1987. Not withstanding other provisions in this Act, the State Purchasing and General Services Commission is authorized to enter into a lease-purchase or installment purchase agreement for equipment and related telephone lines, etc. for a state-owned Centralized Telephone System.

Sec. 50. UNLISTED TELEPHONE NUMBERS PROHIBITED. None of the funds appropriated by this Act shall be expended by any state agency, official or employee thereof, for the payment of rental or toll charges on telephones for which numbers are not listed or available from "Information Operators" at telephone exchanges. This section shall not prohibit unlisted telephone numbers used in narcotic undercover operations or in detection of illegal sales of securities under the Securities Act.

Sec. 51. RENOVATION OF CAPITOL BUILDING. It is specifically provided that prior to the expenditure of any funds which may be appropriated for capitol renovation, such proposed expenditures shall be approved in advance, in writing, by the Lieutenant Governor and the Speaker of the House of Representatives.

Sec. 52. INTERPRETATION OF LEGISLATIVE INTENT. It is the intent of the Legislature that funds appropriated in this Act be expended, as nearly as practicable, for the purposes for which they were appropriated. In the event departments and agencies cannot determine legislative purpose from the pattern of appropriations they shall seek to determine that purpose from the proceedings of the legislative committees responsible for proposing appropriations for the State of Texas.

It is further provided that the Comptroller shall not refuse to pass for payment a legal claim, factually justified, for which a valid appropriation has been made.

Sec. 53. BUDGETING AND REPORTING. As a limitation and restriction upon appropriations made by this Act, all agencies covered under Article I through Article IV shall expend funds only if there is compliance with the following provisions:

a. On or before November 1 of each fiscal year, an itemized budget covering the operation of that fiscal year shall be filed with the Governor's Office of Budget and Planning, the Legislative Budget Office, the Treasury Department and Legislative Reference Library in the format prescribed jointly by both budget offices. The operating budget submitted shall include a cash flow analysis in a format determined by the State Treasurer. Such analysis shall be required of any agency by the State Treasurer only if the Treasurer has determined that revenue benefits will accrue to the state as a result of the analysis.

b. All subsequent amendments to the original budget shall be filed with the Governor's Office of Budget and Planning and the Legislative Budget Board within thirty (30) days of approval of such amendments unless such reporting requirement is waived.

c. Those agencies given authority in this Act to transfer among sub-items within a program item shall file semi-annual reports with the Legislative Budget Office and the Governor's Office of Budget and Planning detailing such transfers and the necessity for making such transfers.

d. Each agency shall file semi-annual reports under guidelines developed by the Legislative Budget Board showing performance and workload measures for each line item program or activity for the fiscal year. The report shall also contain a comparison to estimated performance and workload measures forecast in the budget request, and explanations for any major variance by measure.

Sec. 54. ANNUAL REPORTS AND INVENTORIES. None of the moneys appropriated in this Act in Articles I, II, IV, and to the Central Education Agency; the special schools under the State Board of Education; the Coordinating Board, Texas College and University System; the Teacher Retirement System; the Board of Regents, Texas State University System, Central Office; the Natural Fibers and Food Protein Commission; Texas State Technical Institute; and Rural Medical Education Board in Article III of this Act, may be expended after a period of one hundred (100) days following the close of the fiscal year, unless there has been filed with the Governor, the State Auditor, the Legislative Budget Board, and Comptroller of Public Accounts an annual report as of August 31 of the preceding fiscal year by the executive head of each department or agency specified in this Act, showing the use of appropriated funds. The annual report shall include the following:

a. An annual financial report including a statement of assets, liabilities and fund balances and showing the true condition of all funds and accounts balances for which the department or agency head is responsible, and reflecting the actual cash on hand and on deposit in banks and in the State Treasury accounts, and moneys due the department or agency from all sources; values of consumable supplies and postage; values of inventories of movable equipment and other fixed assets; investments of bonds, notes, and other securities owned by any special funds under the jurisdiction of the department or agency; all other assets; and all sums of which the department or agency is liable for services

rendered or goods received; and all outstanding commitments. The report shall also contain summaries by sources of all revenues collected or accruing to the state through the department or agency for the fiscal year immediately preceding; and a summary of appropriations, expenditures, bona fide encumbrances and all other disbursements of the department or agency for the fiscal year. The State Auditor is to approve all reports as to form and content.

b. A list of all bonded employees showing name, title, and amount of surety bond, together with the name of the surety company.

c. An analysis of space occupied by the department or agency showing the number of square feet rented and the number of square feet occupied in state-owned buildings; giving the location of such space by building name or address and the number of square feet devoted to office, warehouse or other designated uses, indicating the cost per square foot, cost per month, annual cost and lessor of all rented space, and such other information as may be of assistance in describing the space utilized by each state department or agency.

d. An itemized statement of all professional and/or consulting fees paid out of appropriations made in this Act. The statement shall include the name of each person, partnership, corporation or other business entity receiving such fees and for what purposes the fees were paid. Except as otherwise provided by this Act, the statement shall include the services of licensed professionals, as defined in V.A.C.S., Article 666-4, and the personal services of individuals or entities under an independent contract to study or advise the agency as defined in V.A.C.S., Article 6252-11c.

e. A summary of the costs of operating and the use made of state-owned aircraft or aircraft operated under long-term lease or rental. The summary shall be in a format specified by the Legislative Budget Board and the Aircraft Pooling Board and shall include aircraft description, date purchased or leased, cost, hours flown, operating costs, number of flights and destination, number, names and destination of passengers, date of each flight and a detailed and specific description of the official business purpose of each flight.

f. A list of purchases made in accordance with Article 601b, Section 3.09, V.A.C.S., to which the State Purchasing and General Services Commission has taken exception. Each item in the list should contain the following information: product purchased, vendor and purchase amount.

g. It is further provided that the State Auditor is to certify to the Comptroller of Public Accounts any and all departments which have not filed the required annual report within the specified time, and the Comptroller of Public Accounts is to withhold any salary warrants or expense reimbursement warrants to the heads or any employees of such departments or agencies as are on this certified list until such time as the State Auditor shall notify the Comptroller that such delinquent reports have been filed. The words "heads of departments or agencies" as used in this Section shall mean the elected and appointed officials, members of commissions, boards, etc., and the chief administrative officer of such department, board, commission, bureau, office, or agency of the state for which appropriations are made in this Act.

Institutions of higher education listed in Article III of this Act, excluding junior colleges, must file by January 1, an annual report as of August 31, of the preceding year in accordance with the Texas Education Code.

Sec. 55. BOOKKEEPING ERRORS. Should clerical or bookkeeping errors result in any moneys being expended, transferred, or deposited into incorrect funds in or with the State Treasury or any moneys being cleared from a trust and suspense fund to other than the proper fund, such erroneously expended, transferred, deposited, or cleared moneys may be transferred to the correct funds or accounts or trust and suspense account within the State Treasury upon request of the administering department with the concurrence of the State Comptroller, and so much as is necessary for said transfer is hereby appropriated.

Sec. 56. TORT CLAIMS ACT. None of the funds appropriated in this Act may be expended for the purpose of purchasing policies of insurance covering claims arising under the Texas Tort Claims Act.

Payments for outside legal counsel employed by any agency or board of the State of Texas shall not exceed the sum of $200,000 in any single lawsuit unless and until expenditure of amounts in excess of said $200,000 is specifically approved by the Governor.

Sec. 57. DISCRIMINATORY PRACTICES. None of the funds appropriated in this Act shall be expended by agencies which practice discrimination based on race, creed, sex or national origin. The State Attorney General shall be specifically responsible for the enforcement thereof upon the request of the Governor.

Sec. 58. REIMBURSEMENTS FOR UNEMPLOYMENT BENEFITS. a. At the close of each calendar quarter, the Texas Employment Commission shall prepare a statement reflecting the amount of unemployment benefits paid to all former state employees based on wages earned from state employment and present it to the Comptroller of Public Accounts, who is hereby directed to pay by warrant out of funds appropriated from the General Revenue Fund such amount to the Unemployment Compensation Benefit Account to reimburse it for such payments.

The heads of state agencies, institutions, departments, commissions, boards, divisions, or other units of state government are directed to determine the proportionate amount of the reimbursement or payment due from funds other than General Revenue Funds and to present the Comptroller of Public Accounts a purchase or transfer voucher requesting reimbursement from such funds to General Revenue, and shall reimburse the General Revenue Fund with a check for funds not in the State Treasury. Such transfers and payments as are authorized under law shall be made within thirty (30) days from receipt of the statement of payments due. The Comptroller of Public Accounts may prescribe accounting procedures and regulations to implement this section.

b. An agency, institution, department, commission, board, division, or other unit of state government is authorized to allocate funds to a revolving account created on its books to receive contributions from funds other than General Revenue based on a percentage-of-payroll assessment to be determined by such unit of government for the purpose of reimbursing the General Revenue Fund for unemployment benefits paid.

c. The State Auditor shall review in his audit of respective agencies compliance with the provisions of this section.

Sec. 59. DISTRIBUTION OF REPORTS. No unit of government covered under Articles I through IV of this Act shall expend funds for the purpose of distributing reports, pamphlets or other printed matter to Members of the Legislature and other state officials unless they have complied with the following provisions:

a. Agencies designated above shall deposit copies of all printed matter prepared for distribution with the Legislative Reference Library.

b. Agencies desiring to make distribution to members of the Legislature and other state officials shall send notification that the material is on file and upon request of the person notified shall mail the number of copies requested.

Provided that these restrictions shall not prevent the mailing of reports required by general law.

Sec. 60. REIMBURSEMENTS FOR WORKERS' COMPENSATION PAYMENTS. a. At the close of each calendar quarter, the Workers' Compensation Division of the Attorney General's Office shall prepare a statement reflecting the amount of workers' compensation payments paid to all former and current state employees and present it to the Comptroller of Public Accounts.

The heads of state agencies, institutions, departments, commissions, boards, divisions, or other units of state government are directed to determine the proportionate amount of the reimbursement or payment due from funds other than General Revenue Funds and to present the Comptroller of Public Accounts a purchase or transfer voucher requesting reimbursement from such funds to general revenue. Such transfers and payments as are authorized under law shall be made with thirty (30) days from receipt of the statement of payments due. The Comptroller of Public Accounts may prescribe accounting procedures and regulations to implement this section.

b. An agency, institution, department, commission, board, division, or other unit of state government is authorized to allocate funds to a revolving account created on its books to receive contributions from funds other than general revenue based on a percentage-of-payroll assessment to be determined by such unit of government for the purpose of reimbursing the General Revenue Fund for workers' compensation claims paid.

c. The State Auditor shall review in his audit of respective agencies compliance with the provisions of this section.

OTHER PROVISIONS
(Continued)

Sec. 61. LAST QUARTER EXPENDITURES. It is specifically provided that all state agencies, boards, commissions, departments and other governmental units using funds appropriated in this Act may not expend during the last quarter of any fiscal year more than one-third of the funds appropriated for that fiscal year. Specifically exempted from these provisions are expenditures contracted for in previous quarters; funds required by statute, rule or regulation to be expended on a different time frame; seasonal employment of personnel; construction contracts; contracts dealing with purchases of food, medicines or drugs; personnel connected with the phase-in of schools for the mentally retarded; expenditures related to the Crippled Childrens program operated by the Department of Health; and expenditures occasioned by disaster or other Act of God; none of the funds exempted from this section may be considered in the computation of the total funds appropriated in any fiscal year referred to in this section.

Sec. 62. PUBLICATION AND SALE OF PRINTED MATTER OR RECORDS. Any moneys appropriated by this Act within the discretion of the head of each department or agency may be used for the publication and distribution of any notice, pamphlet, booklet, rules, regulations, or other matters of public interest, including agency records, the subject matter of which is directly related to the statutory responsibilities of the respective department or agency.

Any moneys received and collected from any charges specifically authorized by statute for such publications or records are hereby appropriated to the respective department or agency issuing the publications, for use during the year in which the receipts are collected. The State Comptroller is to credit such receipts to the like appropriation item or items from which the printing costs are paid.

Sec. 63. APPROPRIATION TRANSFERS. a. None of the money appropriated by this Act may be transferred from one agency or department to another agency or department, or from one appropriations item or program to another appropriation item or program, unless such transfer is specifically authorized by this Act.

b. None of the funds appropriated in this Act in items that are followed by the phrase "(non-transferable)" may be transferred to any other appropriation item. Where such non-transferable designation is a part of an appropriation for aircraft operations transfers from other appropriation items into that item is prohibited.

Sec. 64. FISCAL RESPONSIBILITY. Any agency head who initiates, makes, or approves, or is responsible for expenditure under this Act who is found to have acted with a total lack of fiscal responsibility and/or who has been grossly negligent in connection with said expenditure shall be subject to reprimand or recommended dismissal by the legislature.

Sec. 65. CONSTRUCTION STANDARDS. All agencies, departments and institutions covered by this Act shall ascertain that the standards and specifications for new construction, repair and rehabilitation of existing structures and facilities are in accordance with Article 601b, Vernon's Annotated Texas Statutes. A statement shall be filed with the Comptroller of Public Accounts to show compliance with this section.

Sec. 66. NEW PROGRAM NOTIFICATION. So that citizens may be informed of governmental services by their elected representatives, it is legislative intent that any agency implementing a new program with funds appropriated in this Act shall give at least thirty (30) days prior notice of this fact to the State Representative in whose district the program is to be initiated.

Sec. 67. PUBLICATIONS. a. No funds appropriated in this Act shall be expended in the preparation and distribution of any publication except for Texas Highways, Texas Parks and Wildlife Magazine, and Commission on Alcoholism publications whose cost is not totally reimbursed through revenue attributable to its publication or sale if the content or format of the publication is: (1) intended for use by the general public; (2) generally informational, promotional, or educational; and (3) not essential to the achievement of the primary objective(s) of the agency or institution. Publications specifically exempted from this prohibition are the following: (1) annual reports and other materials that are required by statute and whose content deals only with topics set forth in the law; (2) compilations of law, rules, or regulations; (3) newsletters; (4) Attorney General opinions; (5) Comptroller opinions, revenue forecasts and fiscal analysis.

b. It is the intent of the Legislature that appropriated funds not be used to print publications of any type which prominently displays the name or picture of statewide elected officials.

c. All units of state government and all local political subdivisions which expend appropriated state funds to publish periodicals on quarterly intervals or more frequently than quarterly intervals at no charge shall insert annually in such periodicals a notice, in three consecutive issues, indicating that anyone desiring to continue to receive the publication must so indicate in writing. The agency shall furnish future publications only to those persons requesting.

Sec. 68. UTILITY APPROPRIATIONS. All funds appropriated in this Act for utilities shall be used for this purpose and no other. In order to insure the occurrence of this restriction, the Comptroller shall require agencies expending funds for this purpose to segregate amounts required and to stipulate the source of funding for such amounts. This information shall be compiled by the Comptroller along with expenditures from the various sources of funding and transmitted to the Legislative Budget Board and Governor's Office of Budget and Planning after the close of each fiscal year.

Sec. 69. JUDGMENTS. None of the funds appropriated by this Act may be expended for payment of any judgment obtained against the State of Texas or any state agency, except where it is specifically provided in an item or items of appropriation that the funds thereby appropriated may be used for the payment of such judgments.

Sec. 70. RESEARCH POLICY. No agency may expend any funds appropriated by this Act for research projects of any type until the agency has adopted and filed with the Legislative Budget Board a policy which clearly establishes and protects the property rights of the state with regard to any patentable product, process, or idea that might result from such research.

Sec. 71. CONSULTANT CONTRACTS. As a specific exception to other authorizations contained in this Act, any appropriations made in Articles I, II, and III by this Act which are proposed to be expended for the purpose of hiring consultants, the cost of which will exceed $10,000 per year with any individual or firm, are made contingent upon a finding of fact by the governor that a need exists for the services to be purchased. This provision shall not apply to appropriations proposed to be expended for purposes of purchasing services obtained under the Professional Services Procurement Act.

Sec. 72. SALARIES TO BE PROPORTIONAL BY FUND. It is the intent of the Legislature that unless otherwise restricted payment for salaries, wages, and benefits paid from appropriated funds shall be proportional to the source of funds.

Sec. 73. PROMPT PAYMENT. It is the intent of the Legislature that all agencies and institutions covered by this Act shall exercise diligence whenever the transaction of state business involves the purchase of goods and/or services from privately owned companies to assure that all bills are paid promptly.

Sec. 74. EXAMINATION FEES. All examination fees including the cost of the examination, shall be collected by state agencies, and the payment for the examination cost shall be paid from appropriated funds of the agency.

Sec. 75. COST ACCOUNTING FOR AUTOMATED DATA PROCESSING. Agencies and institutions appropriated funds by this Act shall comply with rules established by the Automated Information Systems Advisory Council with regard to cost accounting for automated data processing (ADP) so as to provide, on an ongoing basis, both projected and actual ADP costs for major programs and projects.

Sec. 76. USE OF STATE ENERGY RESOURCES. Before expending any funds appropriated by this Act for the acquisition of oil, gas, coal, lignite or other natural resource used in the production of energy, any agency or institution which leases land for mineral development through a board for lease as authorized by Natural Resources Code, Chapters 34, 35 or 36, shall use, to the greatest extent practical, resources produced from land owned by the institution or agency to meet the energy requirements of the particular institution or agency. In order to implement this provision, the various boards for lease shall include a provision in all mineral leases to allow the taking in kind of any royalties due to the state. Further, the leases may include a provision for placing state meters on all gas wells at the wellhead for monitoring the amount of gas taken.

Sec. 77. CHARITABLE CONTRIBUTIONS. No employee paid from funds appropriated by this Act shall be required by their employer to contribute to charitable organizations. All such contributions shall be purely voluntary.

Sec. 78. PERSONAL USE OF STATE VEHICLES PROHIBITED. No funds appropriated by this Act may be expended by any agency or employee or state official to use a state car for personal use or for commuting to or from work, except when such commuting may be necessary to ensure vital agency functions are performed. Exceptions and reasons therefore shall be certified by individual name and job title by the administrative head of each affected agency and reports of such exceptions shall be filed in the annual report of the agency.

Sec. 79. EXPENDITURES FOR STATE-FEDERAL RELATIONS. No funds appropriated in this Act may be spent by a state agency to carry on functions for which funds have been appropriated to the Office of State-Federal Relations to perform.

Sec. 80. STATE PRESERVATION BOARD APPROVAL. State agencies appropriated funds to perform services with respect to the operation, maintenance, preservation and restoration of the State Capitol and Old General Land Office Building their contents and surrounding grounds shall upon designation by the State Preservation Board expend funds appropriated by this Act to perform such services.

Sec. 81. REPORTING OF OUTSTANDING JUDGMENTS. It is specifically provided that all state agencies, boards, commissions, institutions, and other state governmental units shall report all uncollected and outstanding debts and judgments to the Office of the Attorney General, not later than sixty days after normal agency collection procedures have failed, for further collection efforts. The Office of the Attorney General may develop a uniform reporting procedure for state agencies and institutions to report uncollected debts and judgments to the Attorney General's Office for further collection efforts.

Sec. 82. None of the funds appropriated in this Act may be used to pay expenses for salary, travel or per diem of public employees who represent grievants in the presentation of grievances concerning wages, hours of work, or conditions of work except that state employees are allowed to take annual leave, compensatory leave, or leave without pay, subject to the procedures established by their agency of employment, to engage in this activity.

Sec. 83. None of the funds appropriated to the various state agencies for residential placements of clients shall be expended by the agencies unless the rates paid for residential placements do not exceed the amount recommended by the Health and Human Services Coordinating Council.

Further, it is the intent of the Legislature that the Health and Human Services Coordinating Council shall continue to develop a uniform rate-setting methodology, uniform placement procedures, and coordinated monitoring procedures.

Sec. 84. It is the intent of the Legislature that all state agencies serving clients in institutions shall make every effort to collect funds from all available sources, including, but not limited to, hospitalization coverage and child support.

Sec. 85. No state lands shall be sold unless the mineral rights are retained by the state, unless impractical.

Sec. 86. None of the funds appropriated to departments and agencies covered in Articles I through IV shall be contractually obligated unless those employees who are responsible for entering into such contracts and for approving such expenditures have completed financial disclosure statements and these financial statements have been reviewed and approved by the board or commission to which each employee is responsible. All financial statements shall be on file in the administrative offices of the respective department or agency, shall be submitted to the responsible board or commission for approval annually, and shall be open to public inspection.

OTHER PROVISIONS
(Continued)

Sec. 87. Funds allocated to the State of Texas as of May 1, 1985, not appropriated elsewhere in this Act, through consent order refunds or other federal programs funded from settlement of cases involving alleged oil pricing violations, including funds received as a result of settlements negotiated by the Department of Energy, are hereby appropriated to the Governor's Office, subject to the following:

(1) Such funds shall be expended by the Governor's Office and/or allocated to other agencies for expenditure for projects and programs approved by the Department of Energy. The Governor's Office and other appropriate agencies shall coordinate all plans for approval of allocations of funds from the Department of Energy to assure maximum receipt by the State of Texas of its share of such funds, and to assure that all expenditures by the performing agency conform to approved plans.

(2) The Comptroller of Public Accounts shall establish a special fund to account for all oil overcharge funds and any depository interest accruing thereon. All expenditures shall be made from the special fund.

(3) Agencies receiving allocations from the oil overcharge receipts shall furnish an accounting of the utilization of the funds as a separate schedule in the annual report required by section 54 of this Article.

(4) It is specifically provided that depository interest be credited to the special fund for oil overcharge receipts. All interest thus accrued is hereby appropriated to the Governor's Office for allocation in accordance with requirements by the Department of Energy for any specific oil overcharge settlements. Any interest earned which is not required by Department of Energy or federal statute or regulation to be expended on a specific project shall be identified by the Governor's Office and shall be transferred to the General Revenue Fund.

Sec. 88. The state shall require egress and ingress on all state lands when any state lands are sold, providing additional state lands in the immediate area an easement to a public thoroughfare.

No state funds shall be expended with any person, corporation or business entity for any purpose not presently specifically authorized by statute where that person, corporation or business entity denies the state access by easement to landlocked state properties. State funds shall be construed as any tax funds, bond monies guaranteed by the state or any other funds flowing to or through any state agency, board, commission, entity or authority and specifically includes river authorities.

Sec. 89. All funds collected for the reimbursement of costs associated with the conducting of seminars, conferences or clinics which directly relate to the legal responsibilities and duties of the agency and which are for the purposes of education, training, or informing employees or the general public are hereby appropriated for the necessary expenses incurred in conducting the seminar. Provided, however, all applicable laws, and rules and regulations for the acquisition of goods and services for the state shall apply to such expenditures. Any remaining balances from such collections as of August 31, 1985 are hereby reappropriated for the same purpose for the biennium beginning September 1, 1985.

Sec. 90. It is the intent of the Legislature that all state agencies and institutions participating in federally funded or other programs where indirect cost reimbursements are an allowable part of charges to the program, establish procedures to maximize the recovery of such costs. The Program Evaluation Division of the Legislative Budget Board shall, during the 1986-87 biennium, review the cost recovery procedures and actions of state agencies and report the findings to the Seventieth Legislature.

Sec. 91. No monies appropriated in this Act may be expended on unoccupied leased office or building space.

Sec. 92. No person shall entrust state property to any state official or employee or to anyone else to be used for other than state purposes.

Sec. 93. Each state agency for which funds are appropriated in this Act are hereby authorized to expend not more than $100,000 per year from available appropriations for the purchase of talking book machines.

Sec. 94. If a member of the 69th Legislature is elected to a civil office of profit under this state, the emoluments of which are established under this Act, then effective on the first day of the term of the civil office to which the member is elected, the emoluments of the office are reduced to a level equal to the level of emoluments in effect on January 1, 1985.

Sec. 95. Other provisions of this Act notwithstanding, state agencies shall not observe the following holidays:

(1) The second Monday in October

(2) Every day on which an election is held throughout the state; provided however, employees shall be allowed sufficient time off without deduction from pay or leave time accrued to vote.

In addition to the provisions of Sec. 53 of this Article, all state agencies, departments, and institutions of Higher Education shall identify the amount of their budgeted expenditures for the then current fiscal year which is budgeted for personal services for salaries and wages. This information shall be furnished to the Comptroller of Public Accounts on or before November 1 of each fiscal year.

As a method of partially financing the salary increases provided elsewhere in this Act, the Comptroller is directed and shall reduce agency budgets in an amount of 3/4 of 1% of the budgeted salary amounts for each fund from which salaries are budgeted. Such reductions shall be not less than $16.250 million for General Revenue for each fiscal year and the appropriate amounts from all special funds. Reductions may be made from any items of appropriation in this Act regardless of any other provision in this Act.

The Comptroller shall promulgate rules and regulations as necessary to administer this provision.

Specifically exempted from the appropriation reduction provision of this section are:

OTHER PROVISIONS
(Continued)

(1) Any agency employing 50 or fewer full-time equivalent employees including line item exempt positions during the last preceding fiscal year.

(2) Agencies in Article VI of this Act.

The provisions of this Act which relate to salaries authorize, generally, a salary increase of three (3) percent in fiscal year 1986 and three (3) percent in fiscal year 1987. There is hereby appropriated to the Comptroller of Public Accounts for the biennium the sum of $292.5 million from the General Revenue Fund and the necessary amounts from special funds to allocate among state agencies and institutions to implement the salary increase.

The Comptroller of Public Accounts shall adopt procedures necessary to administer these provisions. The Comptroller may require appropriate persons to file information necessary to carry out this section.

Funds other than General Revenue shall provide their pro rata share of the salary increase and the provisions requiring salaries and benefits to be proportional to the source of funds shall also apply to all sums allocated under this section.