

**TEXAS DEPARTMENT OF CRIMINAL JUSTICE
PERSONNEL MANUAL NUMERICAL INDEX – JULY 1, 2018**

EXECUTIVE DIRECTIVES

| <u>Policy Number</u> | <u>Title</u> | <u>Effective or Revision Date</u> | <u>Program Area Phone Number</u> |
|-----------------------------|---|--|---|
| PD-01 | Human Resources Policies and Procedures | 08-01-15 | 936-437-3175 |
| PD-03 | Employee ID Cards | 11-01-09 | 936-437-4058 |
| PD-04 | Consultant and Contract Employee Information Confidentiality | 10-01-14 | 936-437-3175 |
| PD-07 | Employee Exit Interviews | 11-01-14 | 936-437-3175 |
| PD-10 | Workforce Diversity | 06-01-17 | 936-437-4088 |
| PD-12 | Equal Employment Opportunity | 05-01-17 | 936-437-4240 |
| PD-13 | Sexual Harassment and Discourteous Conduct of a Sexual Nature | 05-01-17 | 936-437-4240 |
| PD-14 | Americans with Disabilities Act and Employment of Persons with a Permanent or Long-Term Medical Condition | 06-01-15 | 936-437-3103 |
| PD-15 | Religious Accommodation in the Workplace | 08-01-15 | 936-437-3103 |
| PD-17 | Drug Free Workplace | 06-01-11 | 936-437-3171 |
| PD-20 | Employee Assistance Program | 11-01-15 | 936-437-3171 |
| PD-22 | General Rules of Conduct and Disciplinary Action Guidelines for Employees | 07-01-18 | 936-437-3151 |
| PD-23 | Employee Political Activity and Participation in Employee Organizations | 02-01-17 | 936-437-3151 |
| PD-24 | Administrative Separation | 02-01-14 | 936-437-3151 |
| PD-25 | Reduction-in-Force Procedures | 01-01-17 | 936-437-4058 |
| PD-26 | Nepotism | 06-01-16 | 936-437-4058 |
| PD-27 | Employment Status Pending Resolution of Criminal Charges or Protective Orders | 08-01-15 | 936-437-3151 |
| PD-28 | Dress and Grooming Standards | 07-01-10 | 936-437-3151 |
| PD-29 | Sexual Misconduct with Offenders | 03-01-17 | 936-437-3151 |
| PD-30 | Employee Grievance Procedures | 07-01-18 | 936-437-4240 |
| PD-31 | Discrimination in the Workplace | 08-01-17 | 936-437-4240 |
| PD-32 | Whistleblower Act | 05-01-15 | 936-437-3123 |
| PD-33 | Trainee Management | 01-01-17 | 936-437-3123 |
| PD-35 | Independent Dismissal Mediation and Dispute Resolution | 08-01-12 | 936-437-3139 |
| PD-37 | Employee Commercial Drivers' Physical Examination and Alcohol/Drug Testing Programs | 11-01-10 | 936-437-3171 |
| PD-42 | Line of Duty Deaths | 06-01-18 | 936-437-4064 |
| PD-44 | Retirement Benefits | 04-01-16 | 936-437-4160 |
| PD-45 | Workers' Compensation and Return to Work Program | 09-01-15 | 936-437-4186 |
| PD-46 | Medical and Parental Leave | 09-01-15 | 936-437-4186 |
| PD-47 | Benefit Replacement Pay | 05-01-15 | 936-437-6258 |
| PD-48 | Unemployment Compensation | 09-01-15 | 936-437-3103 |
| PD-49 | Leaves Other than Medical and Parental | 09-01-15 | 936-437-4186 |
| PD-50 | Sick Leave Pool | 04-01-17 | 936-437-4186 |

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|------------------------------|---|--|---|
| <u>PD-52</u> | Performance Evaluations | 08-01-13 | 936-437-4065 |
| <u>PD-53</u> | Employee Awards and Recognition | 08-01-15 | 936-437-4125 |
| <u>PD-54</u> | Recruitment Bonus Program | 04-01-15 | 936-437-4058 |
| <u>PD-55</u> | Human Resources Records and Files | 02-01-11 | 936-437-4075 |
| <u>PD-56</u> | Request for and Release of Employment Information or Documents | 06-01-17 | 936-437-4075 |
| <u>PD-57</u> | Employee Appearances in Judicial or Legislative Proceedings or for Jury Service | 04-01-15 | 936-437-3151 |
| <u>PD-61</u> | Household Goods Move | 04-01-17 | 936-437-6415 |
| <u>PD-71</u> | Selection System Procedures | 09-01-15 | 936-437-3119 |
| <u>PD-72</u> | Employee Salary Administration | 11-01-17 | 936-437-4058 |
| <u>PD-73</u> | Selection Criteria for Correctional Officer Applicants | 09-01-15 | 936-437-4025 |
| <u>PD-75</u> | Applicants with Pending Criminal Charges or Prior Criminal Convictions | 04-01-17 | 936-437-4058 |
| <u>PD-76</u> | Employment and Reemployment of Members of the Uniformed Services | 04-01-17 | 936-437-4058 |
| <u>PD-79</u> | Employee Transfers and Reassignments | 08-01-10 | 936-437-4025 |
| <u>PD-80</u> | Outside Employment | 10-01-11 | 936-437-4058 |
| <u>PD-81</u> | Multiple Employments with the State | 08-01-13 | 936-437-4058 |
| <u>PD-84</u> | Reemployment and Selection of Retirees | 04-01-16 | 936-437-4058 |
| <u>PD-85</u> | Custodial Officer Certification, Hazardous Duty Pay, and Longevity Pay | 07-01-11 | 936-437-3175 |
| <u>PD-90</u> | Merit Salary Increases | 01-01-17 | 936-437-3175 |
| <u>PD-91</u> | Work Cycles and Compensable Hours of Work | 04-01-14 | 936-437-6258 |
| <u>PD-92</u> | Direct Deposit and Paycard Programs | 07-01-15 | 936-437-6253 |
| <u>PD-93</u> | Employee Classification | 06-01-17 | 936-437-3175 |
| <u>PD-97</u> | Training and Staff Development | 06-01-17 | 936-437-3190 |