

2011

ILLINOIS

REGISTER

RULES
OF GOVERNMENTAL
AGENCIES



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TABLE OF CONTENTS

September 23, 2011 Volume 35, Issue 39

PROPOSED RULES

CENTRAL MANAGEMENT SERVICES, DEPARTMENT OF
Pay Plan
80 Ill. Adm. Code 310.....15345

GAMING BOARD, ILLINOIS
Video Gaming (General)
11 Ill. Adm. Code 1800.....15418

SECRETARY OF STATE
Illinois State Library, Library Services Division
23 Ill. Adm. Code 3010.....15424

TRANSPORTATION, DEPARTMENT OF
Prequalification of Contractors, Authorization to Bid, and Subcontractor
Registration
44 Ill. Adm. Code 650.....15454

ADOPTED RULES

TRANSPORTATION, DEPARTMENT OF
Illinois Cycle Rider Safety Training Program
92 Ill. Adm. Code 455.....15457

EMERGENCY RULES

TRANSPORTATION, DEPARTMENT OF
Prequalification of Contractors, Authorization to Bid, and Subcontractor
Registration
44 Ill. Adm. Code 650.....15485

**JOINT COMMITTEE ON ADMINISTRATIVE RULES NOTICE OF PUBLICATION
ERROR**

CENTRAL MANAGEMENT SERVICES, DEPARTMENT OF
Pay Plan
80 Ill. Adm. Code 310.....15494

SECOND NOTICES RECEIVED

JOINT COMMITTEE ON ADMINISTRATIVE RULES
Second Notices Received.....15495

INTRODUCTION

The Illinois Register is the official state document for publishing public notice of rulemaking activity initiated by State governmental agencies. The table of contents is arranged categorically by rulemaking activity and alphabetically by agency within each category.

Rulemaking activity consists of proposed or adopted new rules; amendments to or repealers of existing rules; and rules promulgated by emergency or peremptory action. Executive Orders and Proclamations issued by the Governor; notices of public information required by State Statute; and activities (meeting agendas; Statements of Objection or Recommendation, etc.) of the Joint Committee on Administrative Rules (JCAR), a legislative oversight committee which monitors the rulemaking activities of State Agencies; is also published in the Register.

The Register is a weekly update of the Illinois Administrative Code (a compilation of the rules adopted by State agencies). The most recent edition of the Code, along with the Register, comprise the most current accounting of State agencies' rulemakings.

The Illinois Register is the property of the State of Illinois, granted by the authority of the Illinois Administrative Procedure Act [5 ILCS 100/1-1, et seq.].

ILLINOIS REGISTER PUBLICATION SCHEDULE FOR 2011

<u>Issue #</u>	<u>Rules Due Date</u>	<u>Date of Issue</u>
1	December 20, 2010	January 3, 2011
2	December 27, 2010	January 7, 2011
3	January 3, 2011	January 14, 2011
4	January 10, 2011	January 21, 2011
5	January 18, 2011	January 28, 2011
6	January 24, 2011	February 4, 2011
7	January 31, 2011	February 14, 2011
8	February 7, 2011	February 18, 2011
9	February 15, 2011	February 25, 2011
10	February 22, 2011	March 4, 2011
11	February 28, 2011	March 11, 2011
12	March 7, 2011	March 18, 2011
13	March 14, 2011	March 25, 2011
14	March 21, 2011	April 1, 2011
15	March 28, 2011	April 8, 2011
16	April 4, 2011	April 15, 2011
17	April 11, 2011	April 22, 2011
18	April 18, 2011	April 29, 2011
19	April 25, 2011	May 6, 2011
20	May 2, 2011	May 13, 2011
21	May 9, 2011	May 20, 2011

22	May 16, 2011	May 27, 2011
23	May 23, 2011	June 3, 2011
24	May 31, 2011	June 10, 2011
25	June 6, 2011	June 17, 2011
26	June 13, 2011	June 24, 2011
27	June 20, 2011	July 1, 2011
28	June 27, 2011	July 8, 2011
29	July 5, 2011	July 15, 2011
30	July 11, 2011	July 22, 2011
31	July 18, 2011	July 29, 2011
32	July 25, 2011	August 5, 2011
33	August 1, 2011	August 12, 2011
34	August 8, 2011	August 19, 2011
35	August 15, 2011	August 26, 2011
36	August 22, 2011	September 2, 2011
37	August 29, 2011	September 9, 2011
38	September 6, 2011	September 16, 2011
39	September 12, 2011	September 23, 2011
40	September 19, 2011	September 30, 2011
41	September 26, 2011	October 7, 2011
42	October 3, 2011	October 14, 2011
43	October 11, 2011	October 21, 2011
44	October 17, 2011	October 28, 2011
45	October 24, 2011	November 4, 2011
46	October 31, 2011	November 14, 2011
47	November 7, 2011	November 18, 2011
48	November 14, 2011	November 28, 2011
49	November 21, 2011	December 2, 2011
50	November 28, 2011	December 9, 2011
51	December 5, 2011	December 16, 2011
52	December 12, 2011	December 27, 2011
53	December 19, 2011	December 30, 2011

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

- 1) Heading of the Part: Pay Plan
- 2) Code Citation: 80 Ill. Adm. Code 310
- 3)

<u>Section Numbers:</u>	<u>Proposed Action:</u>
310.47	Amendment
310.410	Amendment
310.APPENDIX A TABLE D	Amendment
310.APPENDIX A TABLE E	Amendment
310.APPENDIX A TABLE F	Amendment
310.APPENDIX A TABLE S	Amendment
- 4) Statutory Authority: Authorized by Sections 8 and 8a of the Personnel Code [20 ILCS 415/8 and 20 ILCS 415/8a]
- 5) A Complete Description of the Subjects and Issues Involved: In the table of contents, the heading for Section 310.Appendix A Table D has the Local changed to #700. The Illinois Labor Relations Board State Panel issued an Amendment to Certification (Case No. S-AC-11-006) on March 25, 2011, changing the Local number.

In Section 310.47, the Step 1 in-hiring rate is removed for employees who possess a non-Computer-Science degree at 4-year college and work outside of Cook County in the Information Services Intern title. Lower steps have been eliminated effective July 1, 2011 for the title by the contract between CMS and American Federation of State, County and Municipal Employees (AFSCME) that was signed October 23, 2008.

In Section 310.410, the MS- salary range assigned to the Librarian II title is changed to MS-19. The change follows the Memorandum of Understanding (MOU) between AFSCME and the State of Illinois for the Librarian II signed March 1, 2011 assigning RC-063-18 pay grade Pay Plan Code B rates to the Librarian II title effective October 22, 2010. The MS-25 salary range is assigned to the End-User Computer Services Specialist I title. The MS-28 salary range is assigned to the End-User Computer Services Specialist II title. The MS-31 salary range is assigned to the End-User Computer Systems Analyst title. The MS-salary range assignments follow the MOU between Teamsters Local 916 (NR-916 bargaining unit) and CMS for the End-User Computer Services Specialist I and II, and End-User Computer Systems Analyst titles effective February 1, 2011.

In the Section 310.Appendix A Table D heading, the Local is changed to #700. (See the above paragraph regarding the table of contents.) In the Section 310.Appendix A Table

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

D, the full scale rate table for Highway Maintainer (Snowbirds) is added with rates effective January 1, 2010, July 1, 2010, January 1, 2011, July 1, 2011, January 1, 2012 and June 30, 2012. The Memorandum of Agreement between the Departments of Central Management Services and Transportation and the State and Municipal Teamsters, Chauffeurs and Helpers Union, Local 726, Affiliated with the International Brotherhood of Teamsters was signed November 24, 2009.

In Section 310.Appendix A Table E, the full scale rate table for Highway Maintainer (Snowbirds) is added with rates effective January 1, 2010, July 1, 2010, January 1, 2011 July 1, 2011, January 1, 2012 and June 30, 2012. The Memorandum of Agreement between the Departments of Central Management Services and Transportation and the Local #330, General Chauffeurs, Sales Drivers and Helpers (Fox Valley) was signed November 22, 2009.

In Section 310.Appendix A Table F, the full scale rate table for Highway Maintainer (Snowbirds) is added with rates effective January 1, 2010, July 1, 2010, January 1, 2011 July 1, 2011, January 1, 2012 and June 30, 2012. The Memorandum of Agreement between the Departments of Central Management Services and Transportation and the Illinois Conference of Teamsters (Downstate) was signed November 10, 2009.

In Section 310.Appendix A Table S, the Pay Plan Code B pay grade VR-704-27 rates effective January 1, 2012 are added in a rate table. The MOU for the Senior Public Service Administrator title Option 7, which is Law Enforcement/Correctional at the Illinois State Police, was signed July 29, 2011. The pay grades assigned to the Senior Public Service Administrator Option 7 at Illinois State Police are designated by function. The VR-704-27 pay grade was assigned to the deputy laboratory director function effective September 29, 2010. While the MOU acknowledged that the employer is to add the rates given the pay increase effective January 1, 2012, the MOU did not contain the rates effective January 1, 2012 and are proposed here.

- 6) Published studies or reports, and sources of underlying data, used to compose this rulemaking: There are none beyond the bargaining unit agreements noted above.
- 7) Will this rulemaking replace any emergency rulemaking currently in effect? No
- 8) Does this rulemaking contain an automatic repeal date? No
- 9) Does this rulemaking contain incorporations by reference? No

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

10) Are there any other proposed amendments pending on this Part? Yes

<u>Section Numbers:</u>	<u>Proposed Action:</u>	<u>Ill. Reg. Citation:</u>
310.47	Amendment	35 Ill. Reg. 2841; February 18, 2011
310.APPENDIX A TABLE AA	Amendment	35 Ill. Reg. 2841; February 18, 2011
310.47	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.50	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.130	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.410	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.490	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.500	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.APPENDIX A TABLE A	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.APPENDIX A TABLE B	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.APPENDIX A TABLE C	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.APPENDIX A TABLE D	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.APPENDIX A TABLE E	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.APPENDIX A TABLE F	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.APPENDIX A TABLE G	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.APPENDIX A TABLE H	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.APPENDIX A TABLE I	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.APPENDIX A TABLE J	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.Appendix A TABLE K	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.Appendix A TABLE M	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.APPENDIX A TABLE N	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.APPENDIX A TABLE O	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.Appendix A TABLE P	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.Appendix A TABLE Q	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.APPENDIX A TABLE R	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.APPENDIX A TABLE S	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.APPENDIX A TABLE T	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.APPENDIX A TABLE U	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.APPENDIX A TABLE V	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.APPENDIX A TABLE W	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.APPENDIX A TABLE X	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.APPENDIX A TABLE Y	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.APPENDIX A TABLE Z	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.APPENDIX A TABLE AB	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.APPENDIX A TABLE AC	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.APPENDIX A TABLE AD	Amendment	35 Ill. Reg. 5705; April 8, 2011

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

310.APPENDIX A TABLE AE	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.APPENDIX D	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.APPENDIX G	Amendment	35 Ill. Reg. 5705; April 8, 2011
310.47	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.50	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.130	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.410	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.490	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.500	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.600	New Section	35 Ill. Reg. 11032; July 15, 2011
310.610	New Section	35 Ill. Reg. 11032; July 15, 2011
310.620	New Section	35 Ill. Reg. 11032; July 15, 2011
310.630	New Section	35 Ill. Reg. 11032; July 15, 2011
310.640	New Section	35 Ill. Reg. 11032; July 15, 2011
310.650	New Section	35 Ill. Reg. 11032; July 15, 2011
310.660	New Section	35 Ill. Reg. 11032; July 15, 2011
310.670	New Section	35 Ill. Reg. 11032; July 15, 2011
310.680	New Section	35 Ill. Reg. 11032; July 15, 2011
310.690	New Section	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX A TABLE A	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX A TABLE B	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX A TABLE C	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX A TABLE D	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX A TABLE E	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX A TABLE F	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX A TABLE G	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX A TABLE H	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX A TABLE I	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX A TABLE J	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX A TABLE K	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX A TABLE M	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX A TABLE N	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX A TABLE O	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX A TABLE P	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIXx A TABLE Q	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX A TABLE R	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX A TABLE S	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX A TABLE T	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX A TABLE U	Amendment	35 Ill. Reg. 11032; July 15, 2011

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

310.APPENDIX A TABLE V	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX A TABLE W	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX A TABLE X	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX A TABLE Y	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX A TABLE Z	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX A TABLE AA	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX A TABLE AB	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX A TABLE AC	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX A TABLE AD	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX A TABLE AE	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX B TABLE A	New Section	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX B TABLE C	New Section	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX B TABLE H	New Section	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX B TABLE I	New Section	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX B TABLE J	New Section	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX B TABLE K	New Section	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX B TABLE M	New Section	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX B TABLE N	New Section	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX B TABLE O	New Section	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX B TABLE P	New Section	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX B TABLE R	New Section	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX B TABLE S	New Section	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX B TABLE T	New Section	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX B TABLE V	New Section	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX B TABLE W	New Section	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX B TABLE X	New Section	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX B TABLE Y	New Section	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX B TABLE Z	New Section	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX B TABLE AB	New Section	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX B TABLE AD	New Section	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX B TABLE AE	New Section	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX D	Amendment	35 Ill. Reg. 11032; July 15, 2011
310.APPENDIX G	Amendment	35 Ill. Reg. 11032; July 15, 2011

- 11) Statement of Statewide Policy Objectives: These amendments to the Pay Plan affect only the employees subject to the Personnel Code and do not set out any guidelines that affect local or other jurisdictions in the State.

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

- 12) Time, Place, and Manner in which interested persons may comment on this proposed rulemaking:

Mr. Jason Doggett
Manager
Compensation Section
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- 13) Initial Regulatory Flexibility Analysis:

- A) Types of small businesses, small municipalities and not for profit corporations affected: None
- B) Reporting, bookkeeping or other procedures required for compliance: None
- C) Types of professional skills necessary for compliance: None

- 14) Regulatory Agenda on which this rulemaking was summarized: July 2011

The full text of the Proposed Amendments begins on the next page:

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

TITLE 80: PUBLIC OFFICIALS AND EMPLOYEES
SUBTITLE B: PERSONNEL RULES, PAY PLANS, AND
POSITION CLASSIFICATIONS

CHAPTER I: DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

PART 310
PAY PLAN

SUBPART A: NARRATIVE

Section	
310.20	Policy and Responsibilities
310.30	Jurisdiction
310.40	Pay Schedules
310.45	Comparison of Pay Grades or Salary Ranges Assigned to Classifications
310.47	In-Hiring Rate
310.50	Definitions
310.60	Conversion of Base Salary to Pay Period Units
310.70	Conversion of Base Salary to Daily or Hourly Equivalents
310.80	Increases in Pay
310.90	Decreases in Pay
310.100	Other Pay Provisions
310.110	Implementation of Pay Plan Changes (Repealed)
310.120	Interpretation and Application of Pay Plan
310.130	Effective Date
310.140	Reinstitution of Within Grade Salary Increases (Repealed)
310.150	Fiscal Year 1985 Pay Changes in Schedule of Salary Grades, effective July 1, 1984 (Repealed)

SUBPART B: SCHEDULE OF RATES

Section	
310.205	Introduction
310.210	Prevailing Rate
310.220	Negotiated Rate
310.230	Part-Time Daily or Hourly Special Services Rate (Repealed)
310.240	Daily or Hourly Rate Conversion
310.250	Member, Patient and Inmate Rate
310.260	Trainee Rate

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

310.270	Legislated Rate
310.280	Designated Rate
310.290	Out-of-State Rate (Repealed)
310.295	Foreign Service Rate (Repealed)
310.300	Educator Schedule for RC-063 and HR-010
310.310	Physician Specialist Rate
310.320	Annual Compensation Ranges for Executive Director and Assistant Executive Director, State Board of Elections (Repealed)
310.330	Excluded Classes Rate (Repealed)

SUBPART C: MERIT COMPENSATION SYSTEM

Section	
310.410	Jurisdiction
310.415	Merit Compensation Salary Range Assignments
310.420	Objectives
310.430	Responsibilities
310.440	Merit Compensation Salary Schedule
310.450	Procedures for Determining Annual Merit Increases and Bonuses
310.455	Intermittent Merit Increase (Repealed)
310.456	Merit Zone (Repealed)
310.460	Other Pay Increases
310.470	Adjustment
310.480	Decreases in Pay
310.490	Other Pay Provisions
310.495	Broad-Band Pay Range Classes
310.500	Definitions
310.510	Conversion of Base Salary to Pay Period Units (Repealed)
310.520	Conversion of Base Salary to Daily or Hourly Equivalents
310.530	Implementation
310.540	Annual Merit Increase and Bonus Guidechart
310.550	Fiscal Year 1985 Pay Changes in Merit Compensation System, effective July 1, 1984 (Repealed)
310.APPENDIX A	Negotiated Rates of Pay
310.TABLE A	RC-104 (Conservation Police Supervisors, Laborers' – ISEA Local #2002)
310.TABLE B	VR-706 (Assistant Automotive Shop Supervisors, Automotive Shop Supervisors and Meat and Poultry Inspector Supervisors, Laborers' –

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

	ISEA Local #2002)
310.TABLE C	RC-056 (Site Superintendents and Veterans' Affairs, Natural Resources, Human Services, Historic Preservation Agency and Agriculture Managers, IFPE)
310.TABLE D	HR-001 (Teamsters Local #700#726)
310.TABLE E	RC-020 (Teamsters Local #330)
310.TABLE F	RC-019 (Teamsters Local #25)
310.TABLE G	RC-045 (Automotive Mechanics, IFPE)
310.TABLE H	RC-006 (Corrections Employees, AFSCME)
310.TABLE I	RC-009 (Institutional Employees, AFSCME)
310.TABLE J	RC-014 (Clerical Employees, AFSCME)
310.TABLE K	RC-023 (Registered Nurses, INA)
310.TABLE L	RC-008 (Boilermakers)
310.TABLE M	RC-110 (Conservation Police Lodge)
310.TABLE N	RC-010 (Professional Legal Unit, AFSCME)
310.TABLE O	RC-028 (Paraprofessional Human Services Employees, AFSCME)
310.TABLE P	RC-029 (Paraprofessional Investigatory and Law Enforcement Employees, IFPE)
310.TABLE Q	RC-033 (Meat Inspectors, IFPE)
310.TABLE R	RC-042 (Residual Maintenance Workers, AFSCME)
310.TABLE S	VR-704 (Corrections, Financial and Professional Regulation, Juvenile Justice and State Police Supervisors, Laborers' – ISEA Local #2002)
310.TABLE T	HR-010 (Teachers of Deaf, IFT)
310.TABLE U	HR-010 (Teachers of Deaf, Extracurricular Paid Activities)
310.TABLE V	CU-500 (Corrections Meet and Confer Employees)
310.TABLE W	RC-062 (Technical Employees, AFSCME)
310.TABLE X	RC-063 (Professional Employees, AFSCME)
310.TABLE Y	RC-063 (Educators, AFSCME)
310.TABLE Z	RC-063 (Physicians, AFSCME)
310.TABLE AA	NR-916 (Departments of Central Management Services, Natural Resources and Transportation, Teamsters)
310.TABLE AB	RC-150 (Public Service Administrators Option 6, AFSCME)
310.TABLE AC	RC-036 (Public Service Administrators Option 8L Department of Healthcare and Family Services, INA)
310.TABLE AD	RC-184 (Public Service Administrators Option 8X Department of Natural Resources, SEIU Local 73)
310.TABLE AE	RC-090 (Internal Security Investigators, Metropolitan Alliance of Police Chapter 294)
310.APPENDIX B	Schedule of Salary Grade Pay Grades – Monthly Rates of Pay (Repealed)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

- 310.APPENDIX C Medical Administrator Rates (Repealed)
310.APPENDIX D Merit Compensation System Salary Schedule
310.APPENDIX E Teaching Salary Schedule (Repealed)
310.APPENDIX F Physician and Physician Specialist Salary Schedule (Repealed)
310.APPENDIX G Broad-Band Pay Range Classes Salary Schedule

AUTHORITY: Implementing and authorized by Sections 8 and 8a of the Personnel Code [20 ILCS 415/8 and 8a].

SOURCE: Filed June 28, 1967; codified at 8 Ill. Reg. 1558; emergency amendment at 8 Ill. Reg. 1990, effective January 31, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 2440, effective February 15, 1984; emergency amendment at 8 Ill. Reg. 3348, effective March 5, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 4249, effective March 16, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 5704, effective April 16, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 7290, effective May 11, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 11299, effective June 25, 1984; emergency amendment at 8 Ill. Reg. 12616, effective July 1, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 15007, effective August 6, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 15367, effective August 13, 1984; emergency amendment at 8 Ill. Reg. 21310, effective October 10, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 21544, effective October 24, 1984; amended at 8 Ill. Reg. 22844, effective November 14, 1984; emergency amendment at 9 Ill. Reg. 1134, effective January 16, 1985, for a maximum of 150 days; amended at 9 Ill. Reg. 1320, effective January 23, 1985; amended at 9 Ill. Reg. 3681, effective March 12, 1985; emergency amendment at 9 Ill. Reg. 4163, effective March 15, 1985, for a maximum of 150 days; emergency amendment at 9 Ill. Reg. 9231, effective May 31, 1985, for a maximum of 150 days; amended at 9 Ill. Reg. 9420, effective June 7, 1985; amended at 9 Ill. Reg. 10663, effective July 1, 1985; emergency amendment at 9 Ill. Reg. 15043, effective September 24, 1985, for a maximum of 150 days; preemptory amendment at 10 Ill. Reg. 3325, effective January 22, 1986; amended at 10 Ill. Reg. 3230, effective January 24, 1986; emergency amendment at 10 Ill. Reg. 8904, effective May 13, 1986, for a maximum of 150 days; preemptory amendment at 10 Ill. Reg. 8928, effective May 13, 1986; emergency amendment at 10 Ill. Reg. 12090, effective June 30, 1986, for a maximum of 150 days; preemptory amendment at 10 Ill. Reg. 13675, effective July 31, 1986; preemptory amendment at 10 Ill. Reg. 14867, effective August 26, 1986; amended at 10 Ill. Reg. 15567, effective September 17, 1986; emergency amendment at 10 Ill. Reg. 17765, effective September 30, 1986, for a maximum of 150 days; preemptory amendment at 10 Ill. Reg. 19132, effective October 28, 1986; preemptory amendment at 10 Ill. Reg. 21097, effective December 9, 1986; amended at 11 Ill. Reg. 648, effective December 22, 1986; preemptory amendment at 11 Ill. Reg. 3363, effective February 3, 1987; preemptory amendment at 11 Ill. Reg. 4388, effective February 27, 1987; preemptory

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

amendment at 11 Ill. Reg. 6291, effective March 23, 1987; amended at 11 Ill. Reg. 5901, effective March 24, 1987; emergency amendment at 11 Ill. Reg. 8787, effective April 15, 1987, for a maximum of 150 days; emergency amendment at 11 Ill. Reg. 11830, effective July 1, 1987, for a maximum of 150 days; preemptory amendment at 11 Ill. Reg. 13675, effective July 29, 1987; amended at 11 Ill. Reg. 14984, effective August 27, 1987; preemptory amendment at 11 Ill. Reg. 15273, effective September 1, 1987; preemptory amendment at 11 Ill. Reg. 17919, effective October 19, 1987; preemptory amendment at 11 Ill. Reg. 19812, effective November 19, 1987; emergency amendment at 11 Ill. Reg. 20664, effective December 4, 1987, for a maximum of 150 days; amended at 11 Ill. Reg. 20778, effective December 11, 1987; preemptory amendment at 12 Ill. Reg. 3811, effective January 27, 1988; preemptory amendment at 12 Ill. Reg. 5459, effective March 3, 1988; amended at 12 Ill. Reg. 6073, effective March 21, 1988; preemptory amendment at 12 Ill. Reg. 7783, effective April 14, 1988; emergency amendment at 12 Ill. Reg. 7734, effective April 15, 1988, for a maximum of 150 days; preemptory amendment at 12 Ill. Reg. 8135, effective April 22, 1988; preemptory amendment at 12 Ill. Reg. 9745, effective May 23, 1988; emergency amendment at 12 Ill. Reg. 11778, effective July 1, 1988, for a maximum of 150 days; emergency amendment at 12 Ill. Reg. 12895, effective July 18, 1988, for a maximum of 150 days; preemptory amendment at 12 Ill. Reg. 13306, effective July 27, 1988; corrected at 12 Ill. Reg. 13359; amended at 12 Ill. Reg. 14630, effective September 6, 1988; amended at 12 Ill. Reg. 20449, effective November 28, 1988; preemptory amendment at 12 Ill. Reg. 20584, effective November 28, 1988; preemptory amendment at 13 Ill. Reg. 8080, effective May 10, 1989; amended at 13 Ill. Reg. 8849, effective May 30, 1989; preemptory amendment at 13 Ill. Reg. 8970, effective May 26, 1989; emergency amendment at 13 Ill. Reg. 10967, effective June 20, 1989, for a maximum of 150 days; emergency amendment expired on November 17, 1989; amended at 13 Ill. Reg. 11451, effective June 28, 1989; emergency amendment at 13 Ill. Reg. 11854, effective July 1, 1989, for a maximum of 150 days; corrected at 13 Ill. Reg. 12647; preemptory amendment at 13 Ill. Reg. 12887, effective July 24, 1989; amended at 13 Ill. Reg. 16950, effective October 20, 1989; amended at 13 Ill. Reg. 19221, effective December 12, 1989; amended at 14 Ill. Reg. 615, effective January 2, 1990; preemptory amendment at 14 Ill. Reg. 1627, effective January 11, 1990; amended at 14 Ill. Reg. 4455, effective March 12, 1990; preemptory amendment at 14 Ill. Reg. 7652, effective May 7, 1990; amended at 14 Ill. Reg. 10002, effective June 11, 1990; emergency amendment at 14 Ill. Reg. 11330, effective June 29, 1990, for a maximum of 150 days; amended at 14 Ill. Reg. 14361, effective August 24, 1990; emergency amendment at 14 Ill. Reg. 15570, effective September 11, 1990, for a maximum of 150 days; emergency amendment expired on February 8, 1991; corrected at 14 Ill. Reg. 16092; preemptory amendment at 14 Ill. Reg. 17098, effective September 26, 1990; amended at 14 Ill. Reg. 17189, effective October 2, 1990; amended at 14 Ill. Reg. 17189, effective October 19, 1990; amended at 14 Ill. Reg. 18719, effective November 13, 1990; preemptory amendment at 14 Ill. Reg. 18854, effective November 13, 1990; preemptory amendment at 15 Ill. Reg. 663, effective January 7, 1991; amended at 15 Ill. Reg.

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

3296, effective February 14, 1991; amended at 15 Ill. Reg. 4401, effective March 11, 1991; preemptory amendment at 15 Ill. Reg. 5100, effective March 20, 1991; preemptory amendment at 15 Ill. Reg. 5465, effective April 2, 1991; emergency amendment at 15 Ill. Reg. 10485, effective July 1, 1991, for a maximum of 150 days; amended at 15 Ill. Reg. 11080, effective July 19, 1991; amended at 15 Ill. Reg. 13080, effective August 21, 1991; amended at 15 Ill. Reg. 14210, effective September 23, 1991; emergency amendment at 16 Ill. Reg. 711, effective December 26, 1991, for a maximum of 150 days; amended at 16 Ill. Reg. 3450, effective February 20, 1992; preemptory amendment at 16 Ill. Reg. 5068, effective March 11, 1992; preemptory amendment at 16 Ill. Reg. 7056, effective April 20, 1992; emergency amendment at 16 Ill. Reg. 8239, effective May 19, 1992, for a maximum of 150 days; amended at 16 Ill. Reg. 8382, effective May 26, 1992; emergency amendment at 16 Ill. Reg. 13950, effective August 19, 1992, for a maximum of 150 days; emergency amendment at 16 Ill. Reg. 14452, effective September 4, 1992, for a maximum of 150 days; amended at 17 Ill. Reg. 238, effective December 23, 1992; preemptory amendment at 17 Ill. Reg. 498, effective December 18, 1992; amended at 17 Ill. Reg. 590, effective January 4, 1993; amended at 17 Ill. Reg. 1819, effective February 2, 1993; amended at 17 Ill. Reg. 6441, effective April 8, 1993; emergency amendment at 17 Ill. Reg. 12900, effective July 22, 1993, for a maximum of 150 days; amended at 17 Ill. Reg. 13409, effective July 29, 1993; emergency amendment at 17 Ill. Reg. 13789, effective August 9, 1993, for a maximum of 150 days; emergency amendment at 17 Ill. Reg. 14666, effective August 26, 1993, for a maximum of 150 days; amended at 17 Ill. Reg. 19103, effective October 25, 1993; emergency amendment at 17 Ill. Reg. 21858, effective December 1, 1993, for a maximum of 150 days; amended at 17 Ill. Reg. 22514, effective December 15, 1993; amended at 18 Ill. Reg. 227, effective December 17, 1993; amended at 18 Ill. Reg. 1107, effective January 18, 1994; amended at 18 Ill. Reg. 5146, effective March 21, 1994; preemptory amendment at 18 Ill. Reg. 9562, effective June 13, 1994; emergency amendment at 18 Ill. Reg. 11299, effective July 1, 1994, for a maximum of 150 days; preemptory amendment at 18 Ill. Reg. 13476, effective August 17, 1994; emergency amendment at 18 Ill. Reg. 14417, effective September 9, 1994, for a maximum of 150 days; amended at 18 Ill. Reg. 16545, effective October 31, 1994; preemptory amendment at 18 Ill. Reg. 16708, effective October 28, 1994; amended at 18 Ill. Reg. 17191, effective November 21, 1994; amended at 19 Ill. Reg. 1024, effective January 24, 1995; preemptory amendment at 19 Ill. Reg. 2481, effective February 17, 1995; preemptory amendment at 19 Ill. Reg. 3073, effective February 17, 1995; amended at 19 Ill. Reg. 3456, effective March 7, 1995; preemptory amendment at 19 Ill. Reg. 5145, effective March 14, 1995; amended at 19 Ill. Reg. 6452, effective May 2, 1995; preemptory amendment at 19 Ill. Reg. 6688, effective May 1, 1995; amended at 19 Ill. Reg. 7841, effective June 1, 1995; amended at 19 Ill. Reg. 8156, effective June 12, 1995; amended at 19 Ill. Reg. 9096, effective June 27, 1995; emergency amendment at 19 Ill. Reg. 11954, effective August 1, 1995, for a maximum of 150 days; preemptory amendment at 19 Ill. Reg. 13979, effective September 19, 1995; preemptory amendment at 19 Ill. Reg. 15103, effective October 12, 1995; amended at 19 Ill. Reg. 16160,

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

effective November 28, 1995; amended at 20 Ill. Reg. 308, effective December 22, 1995; emergency amendment at 20 Ill. Reg. 4060, effective February 27, 1996, for a maximum of 150 days; peremptory amendment at 20 Ill. Reg. 6334, effective April 22, 1996; peremptory amendment at 20 Ill. Reg. 7434, effective May 14, 1996; amended at 20 Ill. Reg. 8301, effective June 11, 1996; amended at 20 Ill. Reg. 8657, effective June 20, 1996; amended at 20 Ill. Reg. 9006, effective June 26, 1996; amended at 20 Ill. Reg. 9925, effective July 10, 1996; emergency amendment at 20 Ill. Reg. 10213, effective July 15, 1996, for a maximum of 150 days; amended at 20 Ill. Reg. 10841, effective August 5, 1996; peremptory amendment at 20 Ill. Reg. 13408, effective September 24, 1996; amended at 20 Ill. Reg. 15018, effective November 7, 1996; peremptory amendment at 20 Ill. Reg. 15092, effective November 7, 1996; emergency amendment at 21 Ill. Reg. 1023, effective January 6, 1997, for a maximum of 150 days; amended at 21 Ill. Reg. 1629, effective January 22, 1997; amended at 21 Ill. Reg. 5144, effective April 15, 1997; amended at 21 Ill. Reg. 6444, effective May 15, 1997; amended at 21 Ill. Reg. 7118, effective June 3, 1997; emergency amendment at 21 Ill. Reg. 10061, effective July 21, 1997, for a maximum of 150 days; emergency amendment at 21 Ill. Reg. 12859, effective September 8, 1997, for a maximum of 150 days; peremptory amendment at 21 Ill. Reg. 14267, effective October 14, 1997; peremptory amendment at 21 Ill. Reg. 14589, effective October 15, 1997; peremptory amendment at 21 Ill. Reg. 15030, effective November 10, 1997; amended at 21 Ill. Reg. 16344, effective December 9, 1997; peremptory amendment at 21 Ill. Reg. 16465, effective December 4, 1997; peremptory amendment at 21 Ill. Reg. 17167, effective December 9, 1997; peremptory amendment at 22 Ill. Reg. 1593, effective December 22, 1997; amended at 22 Ill. Reg. 2580, effective January 14, 1998; peremptory amendment at 22 Ill. Reg. 4326, effective February 13, 1998; peremptory amendment at 22 Ill. Reg. 5108, effective February 26, 1998; peremptory amendment at 22 Ill. Reg. 5749, effective March 3, 1998; amended at 22 Ill. Reg. 6204, effective March 12, 1998; peremptory amendment at 22 Ill. Reg. 7053, effective April 1, 1998; peremptory amendment at 22 Ill. Reg. 7320, effective April 10, 1998; peremptory amendment at 22 Ill. Reg. 7692, effective April 20, 1998; emergency amendment at 22 Ill. Reg. 12607, effective July 2, 1998, for a maximum of 150 days; peremptory amendment at 22 Ill. Reg. 15489, effective August 7, 1998; amended at 22 Ill. Reg. 16158, effective August 31, 1998; peremptory amendment at 22 Ill. Reg. 19105, effective September 30, 1998; peremptory amendment at 22 Ill. Reg. 19943, effective October 27, 1998; peremptory amendment at 22 Ill. Reg. 20406, effective November 5, 1998; amended at 22 Ill. Reg. 20581, effective November 16, 1998; amended at 23 Ill. Reg. 664, effective January 1, 1999; peremptory amendment at 23 Ill. Reg. 730, effective December 29, 1998; emergency amendment at 23 Ill. Reg. 6533, effective May 10, 1999, for a maximum of 150 days; amended at 23 Ill. Reg. 7065, effective June 3, 1999; emergency amendment at 23 Ill. Reg. 8169, effective July 1, 1999, for a maximum of 150 days; amended at 23 Ill. Reg. 11020, effective August 26, 1999; amended at 23 Ill. Reg. 12429, effective September 21, 1999; peremptory amendment at 23 Ill. Reg. 12493, effective September 23, 1999; amended at 23 Ill. Reg. 12604, effective September 24, 1999; amended at 23 Ill. Reg.

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

13053, effective September 27, 1999; preemptory amendment at 23 Ill. Reg. 13132, effective October 1, 1999; amended at 23 Ill. Reg. 13570, effective October 26, 1999; amended at 23 Ill. Reg. 14020, effective November 15, 1999; amended at 24 Ill. Reg. 1025, effective January 7, 2000; preemptory amendment at 24 Ill. Reg. 3399, effective February 3, 2000; amended at 24 Ill. Reg. 3537, effective February 18, 2000; amended at 24 Ill. Reg. 6874, effective April 21, 2000; amended at 24 Ill. Reg. 7956, effective May 23, 2000; emergency amendment at 24 Ill. Reg. 10328, effective July 1, 2000, for a maximum of 150 days; emergency expired November 27, 2000; preemptory amendment at 24 Ill. Reg. 10767, effective July 3, 2000; amended at 24 Ill. Reg. 13384, effective August 17, 2000; preemptory amendment at 24 Ill. Reg. 14460, effective September 14, 2000; preemptory amendment at 24 Ill. Reg. 16700, effective October 30, 2000; preemptory amendment at 24 Ill. Reg. 17600, effective November 16, 2000; amended at 24 Ill. Reg. 18058, effective December 4, 2000; preemptory amendment at 24 Ill. Reg. 18444, effective December 1, 2000; amended at 25 Ill. Reg. 811, effective January 4, 2001; amended at 25 Ill. Reg. 2389, effective January 22, 2001; amended at 25 Ill. Reg. 4552, effective March 14, 2001; preemptory amendment at 25 Ill. Reg. 5067, effective March 21, 2001; amended at 25 Ill. Reg. 5618, effective April 4, 2001; amended at 25 Ill. Reg. 6655, effective May 11, 2001; amended at 25 Ill. Reg. 7151, effective May 25, 2001; preemptory amendment at 25 Ill. Reg. 8009, effective June 14, 2001; emergency amendment at 25 Ill. Reg. 9336, effective July 3, 2001, for a maximum of 150 days; amended at 25 Ill. Reg. 9846, effective July 23, 2001; amended at 25 Ill. Reg. 12087, effective September 6, 2001; amended at 25 Ill. Reg. 15560, effective November 20, 2001; preemptory amendment at 25 Ill. Reg. 15671, effective November 15, 2001; amended at 25 Ill. Reg. 15974, effective November 28, 2001; emergency amendment at 26 Ill. Reg. 223, effective December 21, 2001, for a maximum of 150 days; amended at 26 Ill. Reg. 1143, effective January 17, 2002; amended at 26 Ill. Reg. 4127, effective March 5, 2002; preemptory amendment at 26 Ill. Reg. 4963, effective March 15, 2002; amended at 26 Ill. Reg. 6235, effective April 16, 2002; emergency amendment at 26 Ill. Reg. 7314, effective April 29, 2002, for a maximum of 150 days; amended at 26 Ill. Reg. 10425, effective July 1, 2002; emergency amendment at 26 Ill. Reg. 10952, effective July 1, 2002, for a maximum of 150 days; amended at 26 Ill. Reg. 13934, effective September 10, 2002; amended at 26 Ill. Reg. 14965, effective October 7, 2002; emergency amendment at 26 Ill. Reg. 16583, effective October 24, 2002, for a maximum of 150 days; emergency expired March 22, 2003; preemptory amendment at 26 Ill. Reg. 17280, effective November 18, 2002; amended at 26 Ill. Reg. 17374, effective November 25, 2002; amended at 26 Ill. Reg. 17987, effective December 9, 2002; amended at 27 Ill. Reg. 3261, effective February 11, 2003; expedited correction at 28 Ill. Reg. 6151, effective February 11, 2003; amended at 27 Ill. Reg. 8855, effective May 15, 2003; amended at 27 Ill. Reg. 9114, effective May 27, 2003; emergency amendment at 27 Ill. Reg. 10442, effective July 1, 2003, for a maximum of 150 days; emergency expired November 27, 2003; preemptory amendment at 27 Ill. Reg. 17433, effective November 7, 2003; amended at 27 Ill. Reg. 18560, effective December 1, 2003; preemptory amendment at 28 Ill. Reg. 1441, effective January 9, 2004; amended at 28

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Ill. Reg. 2684, effective January 22, 2004; amended at 28 Ill. Reg. 6879, effective April 30, 2004; preemptory amendment at 28 Ill. Reg. 7323, effective May 10, 2004; amended at 28 Ill. Reg. 8842, effective June 11, 2004; preemptory amendment at 28 Ill. Reg. 9717, effective June 28, 2004; amended at 28 Ill. Reg. 12585, effective August 27, 2004; preemptory amendment at 28 Ill. Reg. 13011, effective September 8, 2004; preemptory amendment at 28 Ill. Reg. 13247, effective September 20, 2004; preemptory amendment at 28 Ill. Reg. 13656, effective September 27, 2004; emergency amendment at 28 Ill. Reg. 14174, effective October 15, 2004, for a maximum of 150 days; emergency expired March 13, 2005; preemptory amendment at 28 Ill. Reg. 14689, effective October 22, 2004; preemptory amendment at 28 Ill. Reg. 15336, effective November 15, 2004; preemptory amendment at 28 Ill. Reg. 16513, effective December 9, 2004; preemptory amendment at 29 Ill. Reg. 726, effective December 15, 2004; amended at 29 Ill. Reg. 1166, effective January 7, 2005; preemptory amendment at 29 Ill. Reg. 1385, effective January 4, 2005; preemptory amendment at 29 Ill. Reg. 1559, effective January 11, 2005; preemptory amendment at 29 Ill. Reg. 2050, effective January 19, 2005; preemptory amendment at 29 Ill. Reg. 4125, effective February 23, 2005; amended at 29 Ill. Reg. 5375, effective April 4, 2005; preemptory amendment at 29 Ill. Reg. 6105, effective April 14, 2005; preemptory amendment at 29 Ill. Reg. 7217, effective May 6, 2005; preemptory amendment at 29 Ill. Reg. 7840, effective May 10, 2005; amended at 29 Ill. Reg. 8110, effective May 23, 2005; preemptory amendment at 29 Ill. Reg. 8214, effective May 23, 2005; preemptory amendment at 29 Ill. Reg. 8418, effective June 1, 2005; amended at 29 Ill. Reg. 9319, effective July 1, 2005; preemptory amendment at 29 Ill. Reg. 12076, effective July 15, 2005; preemptory amendment at 29 Ill. Reg. 13265, effective August 11, 2005; amended at 29 Ill. Reg. 13540, effective August 22, 2005; preemptory amendment at 29 Ill. Reg. 14098, effective September 2, 2005; amended at 29 Ill. Reg. 14166, effective September 9, 2005; amended at 29 Ill. Reg. 19551, effective November 21, 2005; emergency amendment at 29 Ill. Reg. 20554, effective December 2, 2005, for a maximum of 150 days; preemptory amendment at 29 Ill. Reg. 20693, effective December 12, 2005; preemptory amendment at 30 Ill. Reg. 623, effective December 28, 2005; preemptory amendment at 30 Ill. Reg. 1382, effective January 13, 2006; amended at 30 Ill. Reg. 2289, effective February 6, 2006; preemptory amendment at 30 Ill. Reg. 4157, effective February 22, 2006; preemptory amendment at 30 Ill. Reg. 5687, effective March 7, 2006; preemptory amendment at 30 Ill. Reg. 6409, effective March 30, 2006; amended at 30 Ill. Reg. 7857, effective April 17, 2006; amended at 30 Ill. Reg. 9438, effective May 15, 2006; preemptory amendment at 30 Ill. Reg. 10153, effective May 18, 2006; preemptory amendment at 30 Ill. Reg. 10508, effective June 1, 2006; amended at 30 Ill. Reg. 11336, effective July 1, 2006; emergency amendment at 30 Ill. Reg. 12340, effective July 1, 2006, for a maximum of 150 days; preemptory amendment at 30 Ill. Reg. 12418, effective July 1, 2006; amended at 30 Ill. Reg. 12761, effective July 17, 2006; preemptory amendment at 30 Ill. Reg. 13547, effective August 1, 2006; preemptory amendment at 30 Ill. Reg. 15059, effective September 5, 2006; preemptory amendment at 30 Ill. Reg. 16439, effective September 27, 2006; emergency amendment at 30 Ill. Reg. 16626, effective October 3,

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

2006, for a maximum of 150 days; preemptory amendment at 30 Ill. Reg. 17603, effective October 20, 2006; amended at 30 Ill. Reg. 18610, effective November 20, 2006; preemptory amendment at 30 Ill. Reg. 18823, effective November 21, 2006; preemptory amendment at 31 Ill. Reg. 230, effective December 20, 2006; emergency amendment at 31 Ill. Reg. 1483, effective January 1, 2007, for a maximum of 150 days; preemptory amendment at 31 Ill. Reg. 2485, effective January 17, 2007; preemptory amendment at 31 Ill. Reg. 4445, effective February 28, 2007; amended at 31 Ill. Reg. 4982, effective March 15, 2007; preemptory amendment at 31 Ill. Reg. 7338, effective May 3, 2007; amended at 31 Ill. Reg. 8901, effective July 1, 2007; emergency amendment at 31 Ill. Reg. 10056, effective July 1, 2007, for a maximum of 150 days; preemptory amendment at 31 Ill. Reg. 10496, effective July 6, 2007; preemptory amendment at 31 Ill. Reg. 12335, effective August 9, 2007; emergency amendment at 31 Ill. Reg. 12608, effective August 16, 2007, for a maximum of 150 days; emergency amendment at 31 Ill. Reg. 13220, effective August 30, 2007, for a maximum of 150 days; preemptory amendment at 31 Ill. Reg. 13357, effective August 29, 2007; amended at 31 Ill. Reg. 13981, effective September 21, 2007; preemptory amendment at 31 Ill. Reg. 14331, effective October 1, 2007; amended at 31 Ill. Reg. 16094, effective November 20, 2007; amended at 31 Ill. Reg. 16792, effective December 13, 2007; preemptory amendment at 32 Ill. Reg. 598, effective December 27, 2007; amended at 32 Ill. Reg. 1082, effective January 11, 2008; preemptory amendment at 32 Ill. Reg. 3095, effective February 13, 2008; preemptory amendment at 32 Ill. Reg. 6097, effective March 25, 2008; preemptory amendment at 32 Ill. Reg. 7154, effective April 17, 2008; expedited correction at 32 Ill. Reg. 9747, effective April 17, 2008; preemptory amendment at 32 Ill. Reg. 9360, effective June 13, 2008; amended at 32 Ill. Reg. 9881, effective July 1, 2008; preemptory amendment at 32 Ill. Reg. 12065, effective July 9, 2008; preemptory amendment at 32 Ill. Reg. 13861, effective August 8, 2008; preemptory amendment at 32 Ill. Reg. 16591, effective September 24, 2008; preemptory amendment at 32 Ill. Reg. 16872, effective October 3, 2008; preemptory amendment at 32 Ill. Reg. 18324, effective November 14, 2008; preemptory amendment at 33 Ill. Reg. 98, effective December 19, 2008; amended at 33 Ill. Reg. 2148, effective January 26, 2009; preemptory amendment at 33 Ill. Reg. 3530, effective February 6, 2009; preemptory amendment at 33 Ill. Reg. 4202, effective February 26, 2009; preemptory amendment at 33 Ill. Reg. 5501, effective March 25, 2009; preemptory amendment at 33 Ill. Reg. 6354, effective April 15, 2009; preemptory amendment at 33 Ill. Reg. 6724, effective May 1, 2009; preemptory amendment at 33 Ill. Reg. 9138, effective June 12, 2009; emergency amendment at 33 Ill. Reg. 9432, effective July 1, 2009, for a maximum of 150 days; amended at 33 Ill. Reg. 10211, effective July 1, 2009; preemptory amendment at 33 Ill. Reg. 10823, effective July 2, 2009; preemptory amendment at 33 Ill. Reg. 11082, effective July 10, 2009; preemptory amendment at 33 Ill. Reg. 11698, effective July 23, 2009; preemptory amendment at 33 Ill. Reg. 11895, effective July 31, 2009; preemptory amendment at 33 Ill. Reg. 12872, effective September 3, 2009; amended at 33 Ill. Reg. 14944, effective October 26, 2009; preemptory amendment at 33 Ill. Reg. 16598, effective November 13, 2009; preemptory amendment at 34

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Ill. Reg. 305, effective December 18, 2009; emergency amendment at 34 Ill. Reg. 957, effective January 1, 2010, for a maximum of 150 days; preemptory amendment at 34 Ill. Reg. 1425, effective January 5, 2010; preemptory amendment at 34 Ill. Reg. 3684, effective March 5, 2010; preemptory amendment at 34 Ill. Reg. 5776, effective April 2, 2010; preemptory amendment at 34 Ill. Reg. 6214, effective April 16, 2010; amended at 34 Ill. Reg. 6583, effective April 30, 2010; preemptory amendment at 34 Ill. Reg. 7528, effective May 14, 2010; amended at 34 Ill. Reg. 7645, effective May 24, 2010; preemptory amendment at 34 Ill. Reg. 7947, effective May 26, 2010; preemptory amendment at 34 Ill. Reg. 8633, effective June 18, 2010; amended at 34 Ill. Reg. 9759, effective July 1, 2010; preemptory amendment at 34 Ill. Reg. 10536, effective July 9, 2010; preemptory amendment at 34 Ill. Reg. 11864, effective July 30, 2010; emergency amendment at 34 Ill. Reg. 12240, effective August 9, 2010, for a maximum of 150 days; preemptory amendment at 34 Ill. Reg. 13204, effective August 26, 2010; preemptory amendment at 34 Ill. Reg. 13657, effective September 8, 2010; preemptory amendment at 34 Ill. Reg. 15897, effective September 30, 2010; preemptory amendment at 34 Ill. Reg. 18912, effective November 15, 2010; preemptory amendment at 34 Ill. Reg. 19582, effective December 3, 2010; amended at 35 Ill. Reg. 765, effective December 30, 2010; emergency amendment at 35 Ill. Reg. 1092, effective January 1, 2011, for a maximum of 150 days; preemptory amendment at 35 Ill. Reg. 2465, effective January 19, 2011; preemptory amendment at 35 Ill. Reg. 3577, effective February 10, 2011; emergency amendment at 35 Ill. Reg. 4412, effective February 23, 2011, for a maximum of 150 days; preemptory amendment at 35 Ill. Reg. 4803, effective March 11, 2011; emergency amendment at 35 Ill. Reg. 5633, effective March 15, 2011, for a maximum of 150 days; preemptory amendment at 35 Ill. Reg. 5677, effective March 18, 2011; amended at 35 Ill. Reg. 8419, effective May 23, 2011; amended at 35 Ill. Reg. 11245, effective June 28, 2011; preemptory amendment at 35 Ill. Reg. 12119, effective June 29, 2011; emergency amendment at 35 Ill. Reg. 11657, effective July 1, 2011, for a maximum of 150 days; preemptory amendment at 35 Ill. Reg. 13966, effective July 29, 2011; preemptory amendment at 35 Ill. Reg. 15178, effective August 29, 2011; amended at 35 Ill. Reg. _____, effective _____.

SUBPART A: NARRATIVE

Section 310.47 In-Hiring Rate

- a) Request – An agency head may request in writing that the Director of Central Management Services approve an in-hiring rate. The rate is a Step or dollar amount depending on whether the classification title is assigned to a negotiated pay grade, merit compensation salary range or broad-band salary range. The rate may be for the classification title or limited within the classification title to the agency, facilities, counties or other criteria. The supporting justifications for the

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

requested in-hiring rate and the limitations are included in the agency request. An effective date may be included in the request.

- b) Review – The Director of Central Management Services shall review the supporting justifications, the turnover rate, length of vacancies, and the currently filled positions for the classification title, and the market starting rates for similar classes, and consult with other agencies using the classification title.
- c) Approval – The Director of Central Management Services indicates in writing the approved in-hiring rate and effective date, which is either the date requested by the agency or the beginning of the next pay period after the approval.
- d) Implementation – In the classification title or within the limitations of the classification title, an employee paid below the in-hiring rate receives the in-hiring rate on the approved effective date. The in-hiring rate remains in effect for any employee entering the title or the limits within the title until the title is abolished or an agency request to rescind the in-hiring rate is approved by the Director of Central Management Services.
- e) Approved In-Hiring Rates –

Effective January 1, 2008

Title	Pay Grade or Range	In-Hiring Rate
Accounting & Fiscal Administration Career Trainee	RC-062-12	Step 3
Actuarial Examiner Trainee	RC-062-13	Step 4
Civil Engineer I	RC-063-15	Step 2
Civil Engineer II	RC-063-17	Step 1
Civil Engineer Trainee	NR-916	To minimum monthly rate for appointee with bachelor's degree in accredited civil engineering program, add \$40/quarter work experience up to 8, add \$60 if passed Engineering Intern exam,

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

and master's degree adds to
experience up to two years

Clinical Psychology Associate	RC-063-18	Step 1 for applicants possessing the minimum class requirements and Step 3 for applicants who have completed their doctoral dissertation
Commerce Commission Police Officer Trainee	MS-10	\$2,943
Correctional Officer	RC-006-09	Step 2
Correctional Officer Trainee	RC-006-05	Step 4
Engineering Technician I	NR-916	See Note
Engineering Technician II	NR-916	See Note
Engineering Technician III	NR-916	See Note
Engineering Technician IV	NR-916	See Note
Environmental Engineer I	RC-063-15	Step 2
Environmental Engineer II	RC-063-17	Step 1
Environmental Protection Engineer I	RC-063-15	Step 5
Environmental Protection Engineer II	RC-063-17	Step 4
Financial Institutions Examiner Trainee	RC-062-13	Step 2
Forensic Scientist Trainee	RC-062-15	Step 2, and Step 3 if completed Forensic Science Residency Program at the U of I-Chicago
Information Services Intern	RC-063-15	See Note
Information Services Specialist I	RC-063-17	Step 2 for Cook County
Insurance Company Financial Examiner Trainee	RC-062-13	Step 4
Internal Auditor Trainee	MS-09	\$2,854
Juvenile Justice Specialist	RC-006-14	Step 1 for a bachelor's degree and Step 2 for a

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Juvenile Justice Specialist Intern	RC-006-11	master's degree Step 1 for a bachelor's degree and Step 2 for a master's degree
Meat & Poultry Inspector Trainee Physician Specialist, Option C	RC-033 RC-063-MD-C	Step 3 for Regions 1 and 6 Step 5 for Singer, McFarland, Zeller, Choate, Chester, Alton, Murray, and Mabley facilities
Physician Specialist, Option D	RC-063-MD-D	Step 5 for Singer, McFarland, Zeller, Choate, Chester, Alton, Murray, and Mabley facilities
Products & Standards Inspector Trainee	MS-09	\$3,057 for Cook, Dupage, Lake, Kane, and Will counties; and \$2,854 for all other counties
Revenue Auditor Trainee	RC-062-12 (IL); RC-062-15 (See Note in 310.Appendix A Table W); and RC-062-13 (states other than IL and not assigned to RC-062-15)	Step 5
Revenue Special Agent Trainee	RC-062-14	Step 2
Security Therapy Aide Trainee	RC-009-13	Step 5 for the Joliet Treatment and Detention Facility
State Mine Inspector	RC-062-19	Step 1
Telecommunicator	RC-014-12	Step 2 for District 2
Telecommunicator Trainee	RC-014-10	Step 3 for Kane County and Step 7 for Cook County
Terrorism Research Specialist Trainee	RC-062-14	Step 2

Note: The Engineering Technician series has the following in-hiring rates –

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Education Level

Completion of 2 years of college in civil engineering or job related technical/science curriculum (60 semester/90 quarter hours credit)	\$2,600
Completion of 3 years of college in areas other than civil engineering or job related technical/scientific curriculum (90 semester/135 quarter hours credit)	\$2,500
An Associate Degree from an accredited 2 year civil engineering technology program	\$2,720
Completion of 3 years of college courses in civil engineering or job related technical/scientific curriculum (90 semester/135 quarter hours credit)	\$2,720
Completion of 4 years of college courses in areas other than civil engineering or job related technical/scientific curriculum (120 semester/180 quarter hours credit)	\$2,600
Completion of 4 years of college in civil engineering or job related technical/scientific curriculum (120 semester/180 quarter hours credit includes appointees from unaccredited engineering programs and those who have not yet obtained a degree)	\$2,830
Bachelor of Science Degree from an accredited 4 year program in civil engineering technology, industrial technology, and construction technology	\$3,210

The Information Services Intern title has the following in-hiring rates –

Education	Outside Cook County	Cook County
Computer Science degree at 4-year college	Step 4	Step 6
Computer Science degree at 2-year technical school	Step 2	Step 4
Non-Computer Science degree at 4-year college	Step 1	Step 3

(Source: Amended at 35 Ill. Reg. _____, effective _____)

SUBPART C: MERIT COMPENSATION SYSTEM

Section 310.410 Jurisdiction

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

The Merit Compensation System shall apply to classes of positions, or positions excluded from bargaining unit representation, designated below and Broad-Band classes in Appendix G. In addition, the classes are listed in the ALPHABETIC INDEX OF POSITION TITLES. Also see Section 310.495 for the application of the Merit Compensation System for those Broad-Band titles listed with their salary ranges in Appendix G.

Title	Title Code	Salary Range
Account Clerk I	00111	MS-03
Account Clerk II	00112	MS-04
Account Technician I	00115	MS-07
Account Technician II	00116	MS-09
Account Technician Trainee	00118	MS-04
Accountant	00130	MS-11
Accountant Advanced	00133	MS-14
Accountant Supervisor	00135	MS-19
Accounting and Fiscal Administration Career Trainee	00140	MS-09
Activity Program Aide I	00151	MS-04
Activity Program Aide II	00152	MS-05
Activity Therapist	00157	MS-12
Activity Therapist Coordinator	00160	MS-16
Activity Therapist Supervisor	00163	MS-24
Actuarial Assistant	00187	MS-14
Actuarial Examiner	00195	MS-14
Actuarial Examiner Trainee	00196	MS-10
Actuarial Senior Examiner	00197	MS-21
Actuary I	00201	MS-23
Actuary II	00202	MS-31
Actuary III	00203	MS-36
Administrative Assistant I	00501	MS-16
Administrative Assistant II	00502	MS-21
Administrative Services Worker Trainee	00600	MS-02
Agricultural Executive	00800	MS-23
Agricultural Land and Water Resources Supervisor	00811	MS-25
Agricultural Market News Assistant	00804	MS-09
Agricultural Marketing Generalist	00805	MS-11
Agricultural Marketing Reporter	00807	MS-19
Agricultural Marketing Representative	00810	MS-19

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Agricultural Products Promoter	00815	MS-10
Agriculture Land and Water Resource Specialist I	00831	MS-11
Agriculture Land and Water Resource Specialist II	00832	MS-16
Agriculture Land and Water Resource Specialist III	00833	MS-23
Aircraft Dispatcher	00951	MS-09
Aircraft Lead Dispatcher	00952	MS-11
Aircraft Pilot I	00955	MS-21
Aircraft Pilot II	00956	MS-27
Aircraft Pilot II – Dual Rating	00957	MS-29
Animal and Animal Products Investigator	01072	MS-11
Animal and Animal Products Investigator Trainee	01075	MS-09
Apiary Inspector	01215	MS-03
Apparel/Dry Goods Specialist I	01231	MS-04
Apparel/Dry Goods Specialist II	01232	MS-05
Apparel/Dry Goods Specialist III	01233	MS-10
Appraisal Specialist I	01251	MS-11
Appraisal Specialist II	01252	MS-14
Appraisal Specialist III	01253	MS-19
Appraisal Specialist Trainee	01255	MS-09
Arbitrator	01401	MS-33
Architect	01440	MS-27
Arson Investigations Trainee	01485	MS-12
Arson Investigator I	01481	MS-18
Arson Investigator II	01482	MS-23
Arts Council Associate	01523	MS-09
Arts Council Program Coordinator	01526	MS-19
Arts Council Program Representative	01527	MS-12
Assignment Coordinator	01530	MS-25
Assistant Automotive Shop Supervisor	01565	MS-11
Assistant Reimbursement Officer	02424	MS-05
Audio Visual Technician I	03501	MS-04
Audio Visual Technician II	03502	MS-06
Auto and Body Repairer	03680	MS-11
Automotive Attendant I	03696	MS-03
Automotive Attendant II	03697	MS-03
Automotive Mechanic	03700	MS-11
Automotive Parts Warehouse Specialist	03734	MS-11

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Automotive Parts Warehouse	03730	MS-11
Automotive Shop Supervisor	03749	MS-18
Bank Examiner I	04131	MS-14
Bank Examiner II	04132	MS-21
Bank Examiner III	04133	MS-27
Behavioral Analyst Associate	04355	MS-12
Behavioral Analyst I	04351	MS-16
Behavioral Analyst II	04352	MS-21
Boat Safety Inspection Supervisor	04850	MS-22
Boiler Safety Specialist	04910	MS-28
Breath Alcohol Analysis Technician	05170	MS-15
Bridge Mechanic	05310	MS-15
Bridge Tender	05320	MS-15
Building Construction Inspector I	05541	MS-18
Building Construction Inspector II	05542	MS-20
Building Services Worker	05616	MS-04
Building/Grounds Laborer	05598	MS-08
Building/Grounds Lead I	05601	MS-10
Building/Grounds Lead II	05602	MS-12
Building/Grounds Maintenance Worker	05613	MS-09
Building/Grounds Supervisor	05605	MS-12
Business Administrative Specialist	05810	MS-14
Business Manager	05815	MS-19
Buyer	05900	MS-19
Buyer Assistant	05905	MS-07
Canine Specialist	06500	MS-20
Capital Development Board Account Technician	06515	MS-08
Capital Development Board Art In Architecture Technician	06533	MS-09
Capital Development Board Construction Support Analyst	06520	MS-08
Capital Development Board Media Technician	06525	MS-11
Capital Development Board Project Technician	06530	MS-09
Cartographer III	06673	MS-28
Chaplain I	06901	MS-14
Chaplain II	06902	MS-21
Check Issuance Machine Operator	06920	MS-06
Check Issuance Machine Supervisor	06925	MS-08
Chemist I	06941	MS-14

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Chemist II	06942	MS-21
Chemist III	06943	MS-25
Child Development Aide	07184	MS-07
Child Protection Advanced Specialist	07161	MS-21
Child Protection Associate Specialist	07162	MS-14
Child Protection Specialist	07163	MS-19
Child Support Specialist I	07198	MS-14
Child Support Specialist II	07199	MS-16
Child Support Specialist Trainee	07200	MS-09
Child Welfare Administrative Case Reviewer	07190	MS-27
Child Welfare Advanced Specialist	07215	MS-21
Child Welfare Associate Specialist	07216	MS-14
Child Welfare Court Facilitator	07196	MS-27
Child Welfare Nurse Specialist	07197	MS-22
Child Welfare Senior Specialist	07217	MS-27
Child Welfare Specialist	07218	MS-19
Child Welfare Staff Development Coordinator I	07201	MS-16
Child Welfare Staff Development Coordinator II	07202	MS-21
Child Welfare Staff Development Coordinator III	07203	MS-23
Child Welfare Staff Development Coordinator IV	07204	MS-27
Children and Family Service Intern, Option 1	07241	MS-09
Children and Family Service Intern, Option 2	07242	MS-12
Civil Engineer I	07601	MS-22
Civil Engineer II	07602	MS-26
Civil Engineer III	07603	MS-30
Civil Engineer IV	07604	MS-27
Civil Engineer Trainee	07607	MS-15
Clerical Trainee	08050	MS-01
Clinical Laboratory Associate	08200	MS-05
Clinical Laboratory Phlebotomist	08213	MS-04
Clinical Laboratory Technician I	08215	MS-07
Clinical Laboratory Technician II	08216	MS-09
Clinical Laboratory Technologist I	08220	MS-19
Clinical Laboratory Technologist II	08221	MS-21
Clinical Laboratory Technologist Trainee	08229	MS-11
Clinical Pharmacist	08235	MS-32
Clinical Psychologist	08250	MS-29

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Clinical Psychology Associate	08255	MS-19
Clinical Services Supervisor	08260	MS-31
Commerce Commission Police Officer I	08451	MS-18
Commerce Commission Police Officer II	08452	MS-22
Commerce Commission Police Officer Trainee	08455	MS-10
Commerce Commission Police Sergeant	08457	MS-24
Commodities Inspector	08770	MS-08
Communications Dispatcher	08815	MS-06
Communications Equipment Technician I	08831	MS-16
Communications Equipment Technician II	08832	MS-21
Communications Equipment Technician III	08833	MS-23
Communications Systems Specialist	08860	MS-29
Community Management Specialist I	08891	MS-12
Community Management Specialist II	08892	MS-16
Community Management Specialist III	08893	MS-21
Community Planner I	08901	MS-12
Community Planner II	08902	MS-16
Community Planner III	08903	MS-21
Compliance Officer	08919	MS-11
Conservation Education Representative	09300	MS-09
Conservation Grant Administrator I	09311	MS-19
Conservation Grant Administrator II	09312	MS-23
Conservation Grant Administrator III	09313	MS-27
Conservation Police Lieutenant	09340	MS-22
Conservation Police Officer I	09341	MS-18
Conservation Police Officer II	09342	MS-18
Conservation Police Officer Trainee	09345	MS-06
Conservation Police Sergeant	09347	MS-20
Conservation/Historic Preservation Worker	09317	MS-01
Construction Program Assistant	09525	MS-09
Construction Supervisor I	09561	MS-10
Construction Supervisor II	09562	MS-14
Cook I	09601	MS-04
Cook II	09602	MS-07
Correctional Casework Supervisor	09655	MS-25
Correctional Counselor I	09661	MS-13
Correctional Counselor II	09662	MS-18

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Correctional Counselor III	09663	MS-22
Correctional Lieutenant	09673	MS-24
Correctional Officer	09675	MS-11
Correctional Officer Trainee	09676	MS-08
Correctional Sergeant	09717	MS-16
Corrections Apprehension Specialist	09750	MS-22
Corrections Clerk I	09771	MS-11
Corrections Clerk II	09772	MS-13
Corrections Clerk III	09773	MS-18
Corrections Food Service Supervisor I	09793	MS-13
Corrections Food Service Supervisor II	09794	MS-18
Corrections Food Service Supervisor III	09795	MS-21
Corrections Grounds Supervisor	09796	MS-16
Corrections Identification Supervisor	09800	MS-20
Corrections Identification Technician	09801	MS-13
Corrections Industries Marketing Representative	09803	MS-18
Corrections Industry Lead Worker	09805	MS-16
Corrections Industry Supervisor	09807	MS-21
Corrections Laundry Manager I	09808	MS-18
Corrections Laundry Manager II	09809	MS-20
Corrections Leisure Activities Specialist I	09811	MS-13
Corrections Leisure Activities Specialist II	09812	MS-18
Corrections Leisure Activities Specialist III	09813	MS-22
Corrections Leisure Activities Specialist IV	09814	MS-25
Corrections Locksmith	09818	MS-16
Corrections Maintenance Craftsman	09821	MS-16
Corrections Maintenance Supervisor	09822	MS-18
Corrections Maintenance Worker	09823	MS-12
Corrections Medical Technician	09824	MS-12
Corrections Nurse I	09825	MS-20
Corrections Nurse II	09826	MS-25
Corrections Parole Agent	09842	MS-18
Corrections Residence Counselor I	09837	MS-13
Corrections Residence Counselor II	09838	MS-20
Corrections Senior Parole Agent	09844	MS-22
Corrections Supply Supervisor I	09861	MS-13
Corrections Supply Supervisor II	09862	MS-18

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Corrections Supply Supervisor III	09863	MS-21
Corrections Transportation Officer I	09871	MS-13
Corrections Transportation Officer II	09872	MS-20
Corrections Utilities Operator	09875	MS-16
Corrections Vocational Instructor	09879	MS-16
Corrections Vocational School Supervisor	09880	MS-20
Court Reporter	09900	MS-12
Court Reporter Supervisor	09903	MS-26
Crime Scene Investigator	09980	MS-25
Criminal Intelligence Analyst I	10161	MS-19
Criminal Intelligence Analyst II	10162	MS-23
Criminal Intelligence Analyst Specialist	10165	MS-27
Criminal Justice Specialist I	10231	MS-14
Criminal Justice Specialist II	10232	MS-23
Criminal Justice Specialist Trainee	10236	MS-10
Curator Of The Lincoln Collection	10750	MS-14
Data Processing Administrative Specialist	11415	MS-11
Data Processing Assistant	11420	MS-04
Data Processing Operator	11425	MS-03
Data Processing Operator Trainee	11428	MS-02
Data Processing Specialist	11430	MS-09
Data Processing Supervisor I	11435	MS-08
Data Processing Supervisor II	11436	MS-11
Data Processing Supervisor III	11437	MS-19
Data Processing Technician	11440	MS-06
Data Processing Technician Trainee	11443	MS-04
Day Care Licensing Representative I	11471	MS-14
Day Care Licensing Representative II	11472	MS-19
Deck Hand	11500	MS-14
Dental Assistant	11650	MS-07
Dental Hygienist	11700	MS-11
Dentist I	11751	MS-29
Dentist II	11752	MS-33
Developmental Disabilities Council Program Planner I	12361	MS-09
Developmental Disabilities Council Program Planner II	12362	MS-14
Developmental Disabilities Council Program Planner III	12363	MS-19
Dietary Manager I	12501	MS-14

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Dietary Manager II	12502	MS-19
Dietitian	12510	MS-12
Disability Appeals Officer	12530	MS-27
Disability Claims Adjudicator I	12537	MS-14
Disability Claims Adjudicator II	12538	MS-19
Disability Claims Adjudicator Trainee	12539	MS-10
Disability Claims Analyst	12540	MS-25
Disability Claims Specialist	12558	MS-21
Disaster Services Planner	12585	MS-21
Document Examiner	12640	MS-27
Drafting Worker	12749	MS-08
Drug Compliance Investigator	12778	MS-31
Economic Development Representative I	12931	MS-16
Economic Development Representative II	12932	MS-21
Economic Development Representative Trainee	12939	MS-10
Educational Diagnostician	12965	MS-10
Educational Media Program Specialist	12980	MS-16
Educator	13100	MS-26
Educator – Provisional	13105	MS-09
Educator Aide	13130	MS-08
Electrical Engineer	13180	MS-30
Electroencephalograph Technician	13300	MS-05
Electronic Equipment Installer/Repairer	13340	MS-07
Electronic Equipment Installer/Repairer Lead Worker	13345	MS-09
Electronics Technician	13360	MS-12
Elevator Inspector	13495	MS-21
Elevator Operator	13500	MS-05
Emergency Response Lead Telecommunicator	13540	MS-10
Emergency Response Telecommunicator	13543	MS-08
Employment Security Field Office Supervisor	13600	MS-23
Employment Security Manpower Representative I	13621	MS-09
Employment Security Manpower Representative II	13622	MS-11
Employment Security Program Representative	13650	MS-11
Employment Security Program Representative – Intermittent	13651	MS-11
Employment Security Service Representative	13667	MS-14
Employment Security Specialist I	13671	MS-11
Employment Security Specialist II	13672	MS-14

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Employment Security Specialist III	13673	MS-21
Employment Security Tax Auditor I	13681	MS-16
Employment Security Tax Auditor II	13682	MS-21
<u>End-User Computer Systems Analyst</u>	<u>13693</u>	<u>MS-31</u>
<u>End-User Computer Services Specialist I</u>	<u>13691</u>	<u>MS-25</u>
<u>End-User Computer Services Specialist II</u>	<u>13692</u>	<u>MS-28</u>
Energy and Natural Resources Specialist I	13711	MS-12
Energy and Natural Resources Specialist II	13712	MS-16
Energy and Natural Resources Specialist III	13713	MS-21
Energy and Natural Resources Specialist Trainee	13715	MS-09
Engineering Technician I	13731	MS-09
Engineering Technician II	13732	MS-13
Engineering Technician III	13733	MS-20
Engineering Technician IV	13734	MS-30
Environmental Engineer I	13751	MS-12
Environmental Engineer II	13752	MS-16
Environmental Engineer III	13753	MS-21
Environmental Engineer IV	13754	MS-27
Environmental Equipment Operator I	13761	MS-09
Environmental Equipment Operator II	13762	MS-11
Environmental Health Specialist I	13768	MS-11
Environmental Health Specialist II	13769	MS-14
Environmental Health Specialist III	13770	MS-19
Environmental Protection Associate	13785	MS-09
Environmental Protection Engineer I	13791	MS-12
Environmental Protection Engineer II	13792	MS-16
Environmental Protection Engineer III	13793	MS-21
Environmental Protection Engineer IV	13794	MS-27
Environmental Protection Geologist I	13801	MS-12
Environmental Protection Geologist II	13802	MS-16
Environmental Protection Geologist III	13803	MS-21
Environmental Protection Legal Investigator I	13811	MS-10
Environmental Protection Legal Investigator II	13812	MS-11
Environmental Protection Legal Investigator Specialist	13815	MS-13
Environmental Protection Specialist I	13821	MS-11
Environmental Protection Specialist II	13822	MS-14
Environmental Protection Specialist III	13823	MS-19

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Environmental Protection Specialist IV	13824	MS-27
Environmental Protection Technician I	13831	MS-05
Environmental Protection Technician II	13832	MS-07
Equal Pay Specialist	13837	MS-16
Equine Investigator	13840	MS-09
Executive I	13851	MS-19
Executive II	13852	MS-23
Executive Secretary I	14031	MS-08
Executive Secretary II	14032	MS-11
Executive Secretary III	14033	MS-14
Explosives Inspector I	14051	MS-11
Explosives Inspector II	14052	MS-18
Facility Assistant Fire Chief	14430	MS-10
Facility Fire Chief	14433	MS-13
Facility Fire Safety Coordinator	14435	MS-09
Facility Firefighter	14439	MS-09
Ferry Operator I	14801	MS-16
Ferry Operator II	14802	MS-17
Financial Institutions Examiner I	14971	MS-14
Financial Institutions Examiner II	14972	MS-21
Financial Institutions Examiner III	14973	MS-27
Financial Institutions Examiner Trainee	14978	MS-10
Fingerprint Technician	15204	MS-10
Fingerprint Technician Supervisor	15208	MS-18
Fingerprint Technician Trainee	15209	MS-05
Fire Certification Specialist	15285	MS-16
Fire Prevention Inspector I	15316	MS-13
Fire Prevention Inspector II	15317	MS-20
Fire Prevention Inspector Trainee	15320	MS-10
Fire Protection Specialist I	15351	MS-14
Flight Safety Coordinator	15640	MS-27
Florist II	15652	MS-08
Foreign Service Economic Development Executive I	15871	MS-32
Foreign Service Economic Development Executive II	15872	MS-34
Foreign Service Economic Development Representative	15875	MS-30
Forensic Science Administrator I	15911	MS-31
Forensic Science Administrator II	15912	MS-32

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Forensic Scientist I	15891	MS-19
Forensic Scientist II	15892	MS-23
Forensic Scientist III	15893	MS-27
Forensic Scientist Trainee	15897	MS-12
Gaming Senior Special Agent	17191	MS-29
Gaming Special Agent	17192	MS-21
Gaming Special Agent Trainee	17195	MS-11
Geographic Information Specialist I	17271	MS-21
Geographic Information Specialist II	17272	MS-29
Geographic Information Trainee	17276	MS-12
Governmental Career Trainee	17325	MS-09
Graduate Pharmacist	17345	MS-23
Graphic Arts Designer	17366	MS-11
Graphic Arts Designer Advanced	17370	MS-14
Graphic Arts Designer Supervisor	17365	MS-19
Graphic Arts Technician	17400	MS-09
Grounds Supervisor	17549	MS-18
Guard I	17681	MS-04
Guard II	17682	MS-06
Guard III	17683	MS-09
Guard Supervisor	17685	MS-11
Guardianship Representative	17710	MS-16
Guardianship Supervisor	17720	MS-24
Habilitation Program Coordinator	17960	MS-16
Handicapped Services Representative I	17981	MS-08
Health Facilities Surveillance Nurse	18150	MS-22
Health Facilities Surveyor I	18011	MS-14
Health Facilities Surveyor II	18012	MS-21
Health Facilities Surveyor III	18013	MS-23
Health Information Associate	18045	MS-07
Health Information Technician	18047	MS-09
Health Services Investigator I, Option A – General	18181	MS-21
Health Services Investigator I, Option B – Controlled Substance Inspector	18182	MS-25
Health Services Investigator II, Option A – General	18185	MS-27
Health Services Investigator II, Option B – Controlled Substance Inspector	18186	MS-28
Health Services Investigator II, Option C – Pharmacy	18187	MS-32

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Health Services Investigator II, Option D – Pharmacy/Controlled Substance Inspector	18188	MS-32
Hearing and Speech Advanced Specialist	18227	MS-27
Hearing and Speech Associate	18231	MS-19
Hearing and Speech Specialist	18233	MS-23
Hearing and Speech Technician I	18261	MS-04
Hearing and Speech Technician II	18262	MS-06
Hearings Referee	18300	MS-29
Hearings Referee – Intermittent	18301	MS-29
Heavy Construction Equipment Operator	18465	MS-18
Highway Construction Supervisor I	18525	MS-24
Highway Construction Supervisor II	18526	MS-28
Highway Maintainer	18639	MS-16
Highway Maintenance Lead Worker	18659	MS-18
Historical Documents Conservator I	18981	MS-10
Historical Exhibits Designer	18985	MS-12
Historical Library Chief Of Acquisitions	18987	MS-22
Historical Research Editor II	19002	MS-11
Historical Research Specialist	19008	MS-23
Housekeeper II	19602	MS-03
Human Relations Representative	19670	MS-14
Human Resources Assistant	19690	MS-05
Human Resources Associate	19691	MS-08
Human Resources Trainee	19694	MS-04
Human Rights Investigator I	19774	MS-14
Human Rights Investigator II	19775	MS-19
Human Rights Investigator III	19776	MS-21
Human Rights Mediation Supervisor	19769	MS-23
Human Rights Mediator	19771	MS-20
Human Rights Specialist I	19778	MS-11
Human Rights Specialist II	19779	MS-14
Human Rights Specialist III	19780	MS-19
Human Services Casework Manager	19788	MS-23
Human Services Caseworker	19785	MS-14
Human Services Grants Coordinator I	19791	MS-11
Human Services Grants Coordinator II	19792	MS-16
Human Services Grants Coordinator III	19793	MS-23

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Human Services Grants Coordinator Trainee	19796	MS-09
Human Services Sign Language Interpreter	19810	MS-14
Iconographer	19880	MS-09
Industrial and Community Development Representative I	21051	MS-16
Industrial and Community Development Representative II	21052	MS-21
Industrial Commission Reporter	21080	MS-14
Industrial Commission Technician	21095	MS-08
Industrial Services Consultant I	21121	MS-11
Industrial Services Consultant II	21122	MS-14
Industrial Services Consultant Trainee	21125	MS-08
Industrial Services Hygienist	21127	MS-21
Industrial Services Hygienist Technician	21130	MS-14
Industrial Services Hygienist Trainee	21133	MS-09
Information Services Intern	21160	MS-12
Information Services Specialist I	21161	MS-16
Information Services Specialist II	21162	MS-21
Information Systems Analyst I	21165	MS-25
Information Systems Analyst II	21166	MS-29
Information Systems Analyst III	21167	MS-32
Information Technology/Communications Systems Specialist I	21216	MS-21
Information Technology/Communications Systems Specialist II	21217	MS-31
Inhalation Therapist	21259	MS-05
Inhalation Therapy Supervisor	21260	MS-08
Institutional Helper	21460	MS-05
Institutional Maintenance Worker	21465	MS-05
Instrument Designer	21500	MS-19
Insurance Analyst I	21561	MS-06
Insurance Analyst II	21562	MS-09
Insurance Analyst III	21563	MS-11
Insurance Analyst IV	21564	MS-14
Insurance Analyst Trainee	21566	MS-04
Insurance Company Claims Examiner I	21601	MS-16
Insurance Company Claims Examiner II	21602	MS-21
Insurance Company Field Staff Examiner	21608	MS-14
Insurance Company Financial Examiner Trainee	21610	MS-10
Insurance Performance Examiner I	21671	MS-11
Insurance Performance Examiner II	21672	MS-16

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Insurance Performance Examiner III	21673	MS-23
Intermittent Clerk	21686	MS-02
Intermittent Laborer (Maintenance)	21687	MS-08
Intermittent Unemployment Insurance Representative	21689	MS-09
Intermittent Unemployment Insurance Technician	21690	MS-04
Internal Auditor I	21721	MS-16
Internal Auditor Trainee	21726	MS-09
Internal Security Investigator I	21731	MS-19
Internal Security Investigator II	21732	MS-25
International Marketing Representative I	21761	MS-20
Janitor I	21951	MS-13
Janitor II	21952	MS-14
Juvenile Justice Chief of Security	21965	MS-31
Juvenile Justice Specialist	21971	MS-20
Juvenile Justice Specialist Intern	21976	MS-13
Juvenile Justice Supervisor	21980	MS-27
Juvenile Justice Youth and Family Specialist Option 1	21991	MS-20
Juvenile Justice Youth and Family Specialist Option 2	21992	MS-25
Juvenile Justice Youth and Family Specialist Supervisor	21995	MS-29
Kidcare Supervisor	22003	MS-23
Labor Conciliator	22750	MS-23
Labor Maintenance Lead Worker	22809	MS-15
Laboratory Assistant	22995	MS-03
Laboratory Associate I	22997	MS-07
Laboratory Associate II	22998	MS-09
Laboratory Equipment Specialist	22990	MS-19
Laboratory Quality Specialist I	23021	MS-21
Laboratory Quality Specialist II	23022	MS-25
Laboratory Research Scientist	23025	MS-29
Laboratory Research Specialist I	23027	MS-21
Laboratory Research Specialist II	23028	MS-25
Laborer (Maintenance)	23080	MS-14
Land Acquisition Agent I	23091	MS-12
Land Acquisition Agent II	23092	MS-19
Land Acquisition Agent III	23093	MS-25
Land Reclamation Specialist I	23131	MS-11
Land Reclamation Specialist II	23132	MS-16

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Landscape Architect	23145	MS-27
Landscape Planner	23150	MS-21
Laundry Manager I	23191	MS-11
Legal Research Assistant	23350	MS-10
Liability Claims Adjuster I	23371	MS-11
Liability Claims Adjuster II	23372	MS-19
Liability Claims Adjuster Trainee	23375	MS-09
Librarian I	23401	MS-14
Librarian II	23402	MS-19 MS-20
Library Aide I	23421	MS-03
Library Aide II	23422	MS-04
Library Aide III	23423	MS-05
Library Associate	23430	MS-09
Library Technical Assistant	23450	MS-07
Licensed Practical Nurse I	23551	MS-07
Licensed Practical Nurse II	23552	MS-09
Licensing Assistant	23568	MS-05
Licensing Investigator I	23571	MS-10
Licensing Investigator II	23572	MS-13
Licensing Investigator III	23573	MS-15
Licensing Investigator IV	23574	MS-20
Life Sciences Career Trainee	23600	MS-09
Liquor Control Special Agent I	23751	MS-13
Liquor Control Special Agent II	23752	MS-14
Local Historical Services Representative	24000	MS-16
Local Housing Advisor I	24031	MS-11
Local Housing Advisor II	24032	MS-14
Local Housing Advisor III	24033	MS-19
Local Revenue and Fiscal Advisor I	24101	MS-12
Local Revenue and Fiscal Advisor II	24102	MS-16
Local Revenue and Fiscal Advisor III	24103	MS-21
Lock and Dam Tender	24290	MS-07
Locksmith	24300	MS-16
Lottery Commodities Distributor II	24402	MS-09
Lottery Regional Coordinator	24504	MS-21
Lottery Sales Representative	24515	MS-14
Lottery Telemarketing Representative	24520	MS-06

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Maintenance Equipment Operator	25020	MS-17
Maintenance Worker	25500	MS-15
Management Operations Analyst I	25541	MS-19
Management Operations Analyst II	25542	MS-23
Management Operations Analyst Trainee	25545	MS-12
Management Systems Specialist	25583	MS-25
Manpower Planner I	25591	MS-11
Manpower Planner II	25592	MS-16
Manpower Planner III	25593	MS-23
Manpower Planner Trainee	25597	MS-09
Manuscripts Manager	25610	MS-22
Meat and Poultry Inspector	26070	MS-10
Meat and Poultry Inspector Supervisor	26073	MS-13
Meat and Poultry Inspector Trainee	26075	MS-07
Mechanical Engineer I	26201	MS-12
Mechanical Engineer II	26202	MS-16
Mechanical Engineer III	26203	MS-21
Medical Administrator I Option C	26400	MS-60
Medical Administrator I Option D	26401	MS-62
Medical Administrator II Option C	26402	MS-61
Medical Administrator II Option D	26403	MS-64
Medical Administrator III	26404	MS-65
Medical Administrator IV	26405	MS-66
Medical Administrator V	26406	MS-67
Medical Assistance Consultant I	26501	MS-10
Medical Assistance Consultant II	26502	MS-14
Medical Assistance Consultant III	26503	MS-21
Mental Health Administrator I	26811	MS-19
Mental Health Administrator II	26812	MS-23
Mental Health Administrator Trainee	26817	MS-12
Mental Health Program Administrator	26908	MS-63
Mental Health Recovery Support Specialist I	26921	MS-16
Mental Health Recovery Support Specialist II	26922	MS-19
Mental Health Specialist I	26924	MS-09
Mental Health Specialist II	26925	MS-11
Mental Health Specialist III	26926	MS-14
Mental Health Specialist Trainee	26928	MS-08

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Mental Health Technician I	27011	MS-04
Mental Health Technician II	27012	MS-05
Mental Health Technician III	27013	MS-06
Mental Health Technician IV	27014	MS-07
Mental Health Technician V	27015	MS-08
Mental Health Technician VI	27016	MS-09
Mental Health Technician Trainee	27020	MS-03
Meteorologist	27120	MS-19
Methods and Procedures Advisor I	27131	MS-11
Methods and Procedures Advisor II	27132	MS-14
Methods and Procedures Advisor III	27133	MS-23
Methods and Procedures Career Associate I	27135	MS-08
Methods and Procedures Career Associate II	27136	MS-09
Methods and Procedures Career Associate Trainee	27137	MS-06
Metrologist Associate	27146	MS-12
Microbiologist I	27151	MS-14
Microbiologist II	27152	MS-21
Microfilm Laboratory Technician I	27175	MS-04
Microfilm Laboratory Technician II	27176	MS-06
Microfilm Operator I	27181	MS-03
Microfilm Operator II	27182	MS-04
Microfilm Operator III	27183	MS-05
Mine Rescue Station Assistant	28150	MS-07
Motorist Assistance Specialist	28490	MS-05
Musician	28805	MS-05
Natural Resource Technician I	28851	MS-07
Natural Resource Technician II	28852	MS-10
Natural Resources Advanced Specialist	28833	MS-23
Natural Resources Coordinator	28831	MS-12
Natural Resources Education Program Coordinator	28834	MS-23
Natural Resources Grant Coordinator	28835	MS-20
Natural Resources Manager I	28836	MS-23
Natural Resources Manager II	28837	MS-26
Natural Resources Manager III	28838	MS-30
Natural Resources Site Manager I	28841	MS-23
Natural Resources Site Manager II	28842	MS-26
Natural Resources Specialist	28832	MS-19

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Nursing Act Assistant Coordinator	29731	MS-25
Nutritionist	29820	MS-19
Occupational Therapist	29900	MS-16
Occupational Therapist Program Coordinator	29908	MS-21
Occupational Therapist Supervisor	29910	MS-25
Office Administrative Specialist	29990	MS-09
Office Administrator I	29991	MS-04
Office Administrator II	29992	MS-06
Office Administrator III	29993	MS-08
Office Administrator IV	29994	MS-11
Office Administrator V	29995	MS-12
Office Aide	30005	MS-02
Office Assistant	30010	MS-04
Office Associate	30015	MS-05
Office Clerk	30020	MS-03
Office Coordinator	30025	MS-06
Office Occupations Trainee	30075	MS-01
Office Specialist	30080	MS-08
Optometrist	30300	MS-11
Oral Health Consultant	30317	MS-19
Paralegal Assistant	30860	MS-11
Pension and Death Benefits Technician I	30961	MS-09
Pension and Death Benefits Technician II	30962	MS-21
Pest Control Operator	31810	MS-07
Pharmacist Lead Technician	32007	MS-06
Pharmacist Technician	32008	MS-04
Pharmacy Services Coordinator	32010	MS-32
Photographer I	32085	MS-08
Photographer II	32086	MS-11
Photographer III	32087	MS-12
Photographic Technician I	32091	MS-08
Photographic Technician II	32092	MS-11
Photographic Technician III	32093	MS-12
Physical Therapist	32145	MS-16
Physical Therapist Program Coordinator	32153	MS-21
Physical Therapy Aide I	32191	MS-03
Physical Therapy Aide II	32192	MS-05

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Physical Therapy Aide III	32193	MS-08
Physician	32200	MS-36
Physician Assistant	32210	MS-27
Physician Specialist – Option A	32221	MS-37
Physician Specialist – Option B	32222	MS-38
Physician Specialist – Option C	32223	MS-61
Physician Specialist – Option D	32224	MS-63
Physician Specialist – Option E	32225	MS-64
Plant and Pesticide Specialist I	32501	MS-15
Plant and Pesticide Specialist II	32502	MS-20
Plant and Pesticide Specialist Supervisor	32506	MS-20
Plumbing Consultant	32910	MS-27
Plumbing Inspector	32915	MS-22
Podiatrist	32960	MS-11
Police Lieutenant	32977	MS-31
Police Officer I	32981	MS-18
Police Officer II	32982	MS-22
Police Officer III	32983	MS-26
Police Officer Trainee	32985	MS-06
Police Training Specialist	32990	MS-16
Polygraph Examiner I	33001	MS-20
Polygraph Examiner II	33002	MS-24
Polygraph Examiner III	33003	MS-28
Polygraph Examiner Trainee	33005	MS-12
Power Shovel Operator	33360	MS-16
Private Secretary I	34201	MS-13
Private Secretary II	34202	MS-18
Procurement Representative	34540	MS-06
Products and Standards Inspector	34603	MS-11
Products and Standards Inspector Trainee	34605	MS-09
Program Integrity Auditor I	34631	MS-14
Program Integrity Auditor II	34632	MS-21
Program Integrity Auditor Trainee	34635	MS-09
Project Designer	34725	MS-21
Property and Supply Clerk I	34791	MS-03
Property and Supply Clerk II	34792	MS-04
Property and Supply Clerk III	34793	MS-05

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Property Consultant	34900	MS-12
Psychologist Associate	35626	MS-12
Psychologist I	35611	MS-16
Psychologist II	35612	MS-23
Psychologist III	35613	MS-27
Psychology Intern	35660	MS-15
Public Administration Intern	35700	MS-11
Public Aid Eligibility Assistant	35825	MS-05
Public Aid Investigator	35870	MS-21
Public Aid Investigator Trainee	35874	MS-11
Public Aid Lead Casework Specialist	35880	MS-16
Public Aid Program Quality Analyst	35890	MS-21
Public Aid Quality Control Reviewer	35892	MS-16
Public Aid Quality Control Supervisor	35900	MS-21
Public Aid Staff Development Specialist I	36071	MS-12
Public Aid Staff Development Specialist II	36072	MS-16
Public Aid Staff Development Specialist III	36073	MS-22
Public Health Educator	36430	MS-21
Public Health Educator Associate	36434	MS-11
Public Health Program Specialist I	36611	MS-11
Public Health Program Specialist II	36612	MS-14
Public Health Program Specialist III	36613	MS-21
Public Health Program Specialist Trainee	36615	MS-09
Public Information Coordinator	36750	MS-19
Public Information Officer I	37001	MS-09
Public Information Officer II	37002	MS-11
Public Information Officer III	37003	MS-21
Public Information Officer IV	37004	MS-25
Public Safety Inspector	37007	MS-14
Public Safety Inspector Trainee	37010	MS-07
Public Service Trainee	37025	MS-01
Race Track Maintainer I	37551	MS-10
Race Track Maintainer II	37552	MS-12
Radiologic Technologist	37500	MS-08
Radiologic Technologist Chief	37505	MS-17
Radiologic Technologist Program Coordinator	37507	MS-09
Railroad Safety Specialist I	37601	MS-21

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Railroad Safety Specialist II	37602	MS-25
Railroad Safety Specialist III	37603	MS-29
Railroad Safety Specialist IV	37604	MS-32
Ranger	37725	MS-10
Real Estate Investigator	37730	MS-21
Real Estate Professions Examiner	37760	MS-27
Recreation Worker I	38001	MS-09
Recreation Worker II	38002	MS-11
Refrigeration and Air Conditioning Repairer	38119	MS-12
Registered Nurse – Advanced Practice	38135	MS-27
Registered Nurse I	38131	MS-18
Registered Nurse II	38132	MS-22
Rehabilitation Case Coordinator I	38141	MS-05
Rehabilitation Case Coordinator II	38142	MS-07
Rehabilitation Counselor	38145	MS-16
Rehabilitation Counselor Aide I	38155	MS-06
Rehabilitation Counselor Aide II	38156	MS-08
Rehabilitation Counselor Senior	38158	MS-21
Rehabilitation Counselor Trainee	38159	MS-12
Rehabilitation Services Advisor I	38176	MS-23
Rehabilitation Workshop Instructor I	38192	MS-05
Rehabilitation Workshop Instructor II	38193	MS-09
Rehabilitation Workshop Supervisor I	38194	MS-09
Rehabilitation Workshop Supervisor II	38195	MS-11
Rehabilitation Workshop Supervisor III	38196	MS-20
Rehabilitation/Mobility Instructor	38163	MS-21
Rehabilitation/Mobility Instructor Trainee	38167	MS-12
Reimbursement Officer I	38199	MS-11
Reimbursement Officer II	38200	MS-14
Reproduction Service Supervisor I	38201	MS-10
Reproduction Service Supervisor II	38202	MS-18
Reproduction Service Technician I	38203	MS-03
Reproduction Service Technician II	38204	MS-06
Reproduction Service Technician III	38205	MS-08
Research Economist I	38207	MS-19
Research Fellow, Option B	38211	MS-19
Research Scientist I	38231	MS-10

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Research Scientist II	38232	MS-14
Research Scientist III	38233	MS-23
Resident Physician	38270	MS-15
Residential Care Program Supervisor I	38271	MS-22
Residential Care Worker	38277	MS-09
Residential Care Worker Trainee	38279	MS-05
Resource Planner I	38281	MS-16
Resource Planner II	38282	MS-21
Resource Planner III	38283	MS-27
Retirement System Disability Specialist	38310	MS-21
Revenue Audit Supervisor	38369	MS-32
Revenue Auditor I	38371	MS-14
Revenue Auditor II	38372	MS-21
Revenue Auditor III	38373	MS-27
Revenue Auditor Trainee	38375	MS-09
Revenue Collection Officer I	38401	MS-12
Revenue Collection Officer II	38402	MS-16
Revenue Collection Officer III	38403	MS-21
Revenue Collection Officer Trainee	38405	MS-09
Revenue Computer Audit Specialist	38425	MS-29
Revenue Senior Special Agent	38557	MS-29
Revenue Special Agent	38558	MS-21
Revenue Special Agent Trainee	38565	MS-11
Revenue Tax Specialist I	38571	MS-09
Revenue Tax Specialist II	38572	MS-11
Revenue Tax Specialist III	38573	MS-16
Revenue Tax Specialist Trainee	38575	MS-07
Safety Responsibility Analyst	38910	MS-09
Safety Responsibility Analyst Supervisor	38915	MS-11
School Psychologist	39200	MS-21
Security Guard I	39851	MS-13
Security Guard II	39852	MS-14
Security Officer	39870	MS-10
Security Officer Chief	39875	MS-15
Security Officer Lieutenant	39876	MS-11
Security Officer Sergeant	39877	MS-10
Security Therapy Aide I	39901	MS-10

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Security Therapy Aide II	39902	MS-11
Security Therapy Aide III	39903	MS-13
Security Therapy Aide IV	39904	MS-18
Security Therapy Aide Trainee	39905	MS-06
Seed Analyst I	39951	MS-09
Seed Analyst II	39952	MS-10
Seed Analyst Trainee	39953	MS-07
Senior Ranger	40090	MS-11
Shift Supervisor	40800	MS-31
Sign Shop Foreman	41000	MS-22
Silk Screen Operator	41020	MS-16
Site Assistant Superintendent I	41071	MS-12
Site Assistant Superintendent II	41072	MS-16
Site Interpreter	41090	MS-07
Site Interpretive Coordinator	41093	MS-10
Site Security Officer	41115	MS-06
Site Services Specialist I	41117	MS-12
Site Services Specialist II	41118	MS-16
Site Superintendent I	41211	MS-20
Site Superintendent II	41212	MS-25
Site Superintendent III	41213	MS-29
Site Technician I	41131	MS-07
Site Technician II	41132	MS-09
Small Engine Mechanic	41150	MS-10
Social Service Aide I	41281	MS-05
Social Service Aide II	41282	MS-08
Social Service Aide Trainee	41285	MS-03
Social Service Community Planner	41295	MS-08
Social Service Consultant I	41301	MS-19
Social Service Consultant II	41302	MS-21
Social Service Program Planner I	41311	MS-12
Social Service Program Planner II	41312	MS-16
Social Service Program Planner III	41313	MS-23
Social Service Program Planner IV	41314	MS-27
Social Services Career Trainee	41320	MS-09
Social Worker I	41411	MS-14
Social Worker II	41412	MS-19

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Social Worker III	41413	MS-21
Social Worker IV	41414	MS-25
Social Worker Intern	41430	MS-15
Staff Development Specialist I	41771	MS-19
Staff Development Technician I	41781	MS-09
Staff Development Technician II	41782	MS-12
Staff Pharmacist	41787	MS-31
State Mine Inspector	42230	MS-21
State Mine Inspector-At-Large	42240	MS-31
State Police Crime Information Evaluator	41801	MS-08
State Police Evidence Technician I	41901	MS-09
State Police Evidence Technician II	41902	MS-10
State Police Field Specialist I	42001	MS-19
State Police Field Specialist II	42002	MS-23
Statistical Research Specialist I	42741	MS-09
Statistical Research Specialist II	42742	MS-11
Statistical Research Specialist III	42743	MS-16
Statistical Research Supervisor	42745	MS-23
Statistical Research Technician	42748	MS-08
Storage Tank Safety Specialist	43005	MS-19
Storekeeper I	43051	MS-11
Storekeeper II	43052	MS-12
Storekeeper III	43053	MS-13
Stores Clerk	43060	MS-03
Student Intern	43190	MS-01
Student Worker	43200	MS-01
Supervising Vehicle Testing Compliance Officer	43680	MS-22
Support Service Coordinator I	44221	MS-07
Support Service Coordinator II	44222	MS-09
Support Service Lead	44225	MS-04
Support Service Worker	44238	MS-03
Switchboard Chief Operator	44410	MS-11
Switchboard Operator I	44411	MS-03
Switchboard Operator II	44412	MS-04
Switchboard Operator III	44413	MS-06
Technical Advisor Advanced Program Specialist	45256	MS-31
Technical Advisor I	45251	MS-19

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Technical Advisor II	45252	MS-23
Technical Advisor III	45253	MS-29
Technical Manager I	45261	MS-18
Telecommunications Specialist	45295	MS-12
Telecommunications Supervisor	45305	MS-23
Telecommunications Systems Analyst	45308	MS-16
Telecommunications Systems Technician I	45312	MS-07
Telecommunications Systems Technician II	45313	MS-10
Telecommunications Systems Technician Trainee	45314	MS-05
Telecommunicator	45321	MS-09
Telecommunicator – Command Center	45316	MS-10
Telecommunicator Call Taker	45322	MS-11
Telecommunicator Lead Call Taker	45323	MS-14
Telecommunicator Lead Specialist	45327	MS-16
Telecommunicator Lead Worker	45324	MS-11
Telecommunicator Lead Worker – Command Center	45318	MS-12
Telecommunicator Specialist	45326	MS-12
Telecommunicator Trainee	45325	MS-07
Terrorism Research Specialist I	45371	MS-19
Terrorism Research Specialist II	45372	MS-23
Terrorism Research Specialist III	45373	MS-27
Terrorism Research Specialist Trainee	45375	MS-11
Transportation Officer	45830	MS-11
Truck Weighing Inspector	46100	MS-10
Unemployment Insurance Adjudicator I	47001	MS-08
Unemployment Insurance Adjudicator II	47002	MS-10
Unemployment Insurance Adjudicator III	47003	MS-12
Unemployment Insurance Revenue Analyst I	47081	MS-12
Unemployment Insurance Revenue Analyst II	47082	MS-16
Unemployment Insurance Revenue Specialist	47087	MS-10
Unemployment Insurance Special Agent	47096	MS-19
Utility Engineer I	47451	MS-20
Utility Engineer II	47452	MS-24
Vehicle Compliance Inspector	47570	MS-15
Vehicle Emission Compliance Inspector	47580	MS-10
Vehicle Emission Compliance Supervisor	47583	MS-20
Vehicle Emission Quality Assurance Auditor	47584	MS-10

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Vehicle Permit Evaluator	47585	MS-08
Veterans Educational Specialist I	47681	MS-12
Veterans Educational Specialist II	47682	MS-16
Veterans Educational Specialist III	47683	MS-25
Veterans Employment Representative I	47701	MS-11
Veterans Employment Representative II	47702	MS-14
Veterans Nursing Assistant – Certified	47750	MS-05
Veterans Service Officer	47800	MS-11
Veterans Service Officer Associate	47804	MS-10
Veterinarian I	47901	MS-19
Veterinarian II	47902	MS-23
Veterinarian III	47903	MS-25
Veterinary Consumer Safety Officer	47911	MS-20
Veterinary Pathologist	47916	MS-29
Veterinary Supervisor I	47917	MS-25
Veterinary Supervisor II	47918	MS-26
Vision/Hearing Consultant I	47941	MS-14
Vision/Hearing Consultant II	47942	MS-23
Vision/Hearing Consultant III	47943	MS-25
Vital Records Quality Control Inspector	48000	MS-10
Vocational Instructor	48200	MS-09
Volunteer Services Coordinator I	48481	MS-10
Volunteer Services Coordinator II	48482	MS-14
Volunteer Services Coordinator III	48483	MS-19
Wage Claims Specialist	48770	MS-06
Warehouse Claims Specialist	48780	MS-22
Warehouse Examiner	48881	MS-13
Warehouse Examiner Specialist	48882	MS-18
Warehouse Examiner Supervisor	48786	MS-20
Waterways Construction Supervisor I	49061	MS-14
Waterways Construction Supervisor II	49062	MS-24
Weatherization Specialist I	49101	MS-11
Weatherization Specialist II	49102	MS-16
Weatherization Specialist III	49103	MS-23
Weatherization Specialist Trainee	49105	MS-09
Well Inspector I	49421	MS-11
Well Inspector II	49422	MS-18

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Workers Compensation Insurance Compliance Investigator 49640 MS-23

NOTE: Effective January 1, 2008, the merit compensation grade 12 in the Personnel Code [20 ILCS 415/8b.18(a) and (b) and 8b.19(a) and (b)] that formerly was indicated by MC-12 is MS-32.

(Source: Amended at 35 Ill. Reg. _____, effective _____)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Section 310.APPENDIX A Negotiated Rates of Pay**Section 310.TABLE D HR-001 (Teamsters Local #700#726)****Full Scale Rates**

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Plan Code</u>	<u>Mo.</u>	<u>Effective Date</u>
<u>Highway Maintainer (Snowbirds)</u>	<u>18639</u>	<u>HR-001</u>	<u>Q</u>	<u>3664.00</u>	<u>January 1, 2010</u>
<u>Highway Maintainer (Snowbirds)</u>	<u>18639</u>	<u>HR-001</u>	<u>Q</u>	<u>3738.00</u>	<u>July 1, 2010</u>
<u>Highway Maintainer (Snowbirds)</u>	<u>18639</u>	<u>HR-001</u>	<u>Q</u>	<u>3850.00</u>	<u>January 1, 2011</u>
<u>Highway Maintainer (Snowbirds)</u>	<u>18639</u>	<u>HR-001</u>	<u>Q</u>	<u>3964.00</u>	<u>July 1, 2011</u>
<u>Highway Maintainer (Snowbirds)</u>	<u>18639</u>	<u>HR-001</u>	<u>Q</u>	<u>4083.00</u>	<u>January 1, 2012</u>
<u>Highway Maintainer (Snowbirds)</u>	<u>18639</u>	<u>HR-001</u>	<u>Q</u>	<u>4205.00</u>	<u>June 30, 2012</u>

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Plan Code</u>	<u>January 1, 2010 Mo.</u>
<u>Highway Maintainer (Snowbirds)</u>	<u>18639</u>	<u>HR-001</u>	<u>Q</u>	<u>3664.00</u>

NOTE: Snowbirds are all seasonal, full-time Highway Maintainers whose primary function is snow removal.

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Plan Code</u>	<u>July 1, 2010</u>		<u>January 1, 2011</u>	
				<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
Building Services Worker	05616	HR-001	B	3512	20.18	3582	20.59
Elevator Operator	13500	HR-001	B	3584	20.60	3656	21.01
Elevator Operator – Assistant Starter	13500	HR-001	B	3630	20.86	3703	21.28
Elevator Operator – Starter	13500	HR-001	B	3653	20.99	3726	21.41
Grounds Supervisor	17549	HR-001	B	5321	30.58	5427	31.19
Grounds Supervisor (Chicago Read)	17549	HR-001	B	5514	31.69	5624	32.32

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Grounds Supervisor (Supervising Tractor Trailer Drivers)	17549	HR-001	B	5777	33.20	5893	33.87
Heavy Construction Equipment Operator	18465	HR-001	Q	5640	32.41	5753	33.06
Heavy Construction Equipment Operator (Bridge Crew)	18465	HR-001	Q	5722	32.89	5836	33.54
Highway Maintainer and Highway Maintainer (Tractor Mower)	18639	HR-001	Q	5524	31.75	5634	32.38
Highway Maintainer (Bridge Crew)	18639	HR-001	Q	5608	32.23	5720	32.87
Highway Maintainer (Drill Rig)	18639	HR-001	Q	5640	32.41	5753	33.06
Highway Maintainer (Emergency Patrol)	18639	HR-001	Q	5642	32.43	5755	33.07
Highway Maintenance Lead Worker	18659	HR-001	Q	5676	32.62	5790	33.28
Highway Maintenance Lead Worker (Bridge Crew)	18659	HR-001	Q	5757	33.09	5872	33.75
Highway Maintenance Lead Worker (Emergency Patrol)	18659	HR-001	Q	5793	33.29	5909	33.96
Highway Maintenance Lead Worker (Lead Lead Worker)	18659	HR-001	Q	5734	32.95	5849	33.61
Highway Maintenance Lead Worker (Lead Lead Worker) (Bridge Crew)	18659	HR-001	Q	5815	33.42	5931	34.09
Highway Maintenance Lead Worker (Lead Lead Worker) (Emergency Patrol)	18659	HR-001	Q	5851	33.63	5968	34.30
Laborer (Maintenance)	23080	HR-001	B	5347	30.73	5454	31.34
Maintenance Equipment Operator	25020	HR-001	B	5454	31.34	5563	31.97
Maintenance Equipment Operator (Dispatcher)	25020	HR-001	B	5654	32.49	5767	33.14
Maintenance Equipment Operator (Tractor Trailer)	25020	HR-001	B	5481	31.50	5591	32.13
Maintenance Worker (not DOT, Chicago Read or DHS forensic)	25500	HR-001	B	5284	30.37	5390	30.98
Maintenance Worker (Chicago Read)	25500	HR-001	B	5454	31.34	5563	31.97
Maintenance Worker (DHS,	25500	HR-001	Q	5524	31.75	5634	32.38

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

forensic)								
Maintenance Worker (DOT, not Emergency Patrol)	25500	HR-001	B	5390	30.98	5498	31.60	
Maintenance Worker (DOT, Emergency Patrol)	25500	HR-001	B	5504	31.63	5614	32.26	
Power Shovel Operator (Maintenance)	33360	HR-001	B	5722	32.89	5836	33.54	

New Hire Rates

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Plan Code</u>
Highway Maintainer	18639	HR-001	Q

Highway Maintainer and Highway Maintainer (Tractor Mower)

<u>New Hire Between the Dates</u>	<u>July 1, 2009</u>		<u>On employee's "new hire" anniversary July-December 2009</u>		<u>January 1, 2010</u>		<u>On employee's "new hire" anniversary January-June 2010</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
(7/1/05-12/31/05)	5045	28.99	Full Scale					
(1/1/06-6/30/06)	5045	28.99			5145	29.57	Full Scale	
(7/1/06-12/31/06)	4779	27.47	5045	28.99	5145	29.57		
(1/1/07-6/30/07)	4779	27.47			4874	28.01	5145	29.57
(7/1/07-12/31/07)	4514	25.94	4779	27.47	4874	28.01		
(1/1/08-6/30/08)	4514	25.94			4604	26.46	4874	28.01
(7/1/08-12/31/08)	4248	24.41	4514	25.94	4604	26.46		
(1/1/09-6/30/09)	4248	24.41			4333	24.90	4604	26.46
(7/1/09-10/31/09)	4248	24.41			4333	24.90		
(11/1/09-12/31/09)	3983	22.89			4062	23.34		
(1/1/10-6/30/10)					4062	23.34		

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Highway Maintainer (Bridge Crew)

New Hire Between the Dates	<u>July 1, 2009</u>		On employee's "new hire" anniversary <u>July-December 2009</u>		<u>January 1, 2010</u>		On employee's "new hire" anniversary <u>January-June 2010</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
(7/1/05-12/31/05)	5121	29.43	Full Scale					
(1/1/06-6/30/06)	5121	29.43			5223	30.02	Full Scale	
(7/1/06-12/31/06)	4851	27.88	5121	29.43	5223	30.02		
(1/1/07-6/30/07)	4851	27.88			4948	28.44	5223	30.02
(7/1/07-12/31/07)	4582	26.33	4851	27.88	4948	28.44		
(1/1/08-6/30/08)	4582	26.33			4673	26.86	4948	28.44
(7/1/08-12/31/08)	4312	24.78	4582	26.33	4673	26.86		
(1/1/09-6/30/09)	4312	24.78			4398	25.28	4673	26.86
(7/1/09-10/31/09)	4312	24.78			4398	25.28		
(11/1/09-12/31/09)	4043	23.24			4124	23.70		
(1/1/10-6/30/10)					4124	23.70		

Highway Maintainer (Drill Rig)

New Hire Between the Dates	<u>July 1, 2009</u>		On employee's "new hire" anniversary <u>July-December 2009</u>		<u>January 1, 2010</u>		On employee's "new hire" anniversary <u>January-June 2010</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
(7/1/05-12/31/05)	5150	29.60	Full Scale					
(1/1/06-6/30/06)	5150	29.60			5253	30.19	Full Scale	
(7/1/06-12/31/06)	4879	28.04	5150	29.60	5253	30.19		
(1/1/07-6/30/07)	4879	28.04			4976	28.60	5253	30.19
(7/1/07-12/31/07)	4608	26.48	4879	28.04	4976	28.60		
(1/1/08-6/30/08)	4608	26.48			4700	27.01	4976	28.60
(7/1/08-12/31/08)	4337	24.93	4608	26.48	4700	27.01		
(1/1/09-6/30/09)	4337	24.93			4423	25.42	4700	27.01

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

(7/1/09-10/31/09)	4337	24.93	4423	25.42
(11/1/09-12/31/09)	4066	23.37	4147	23.83
(1/1/10-6/30/10)			4147	23.83

Highway Maintainer (Emergency Patrol)

<u>New Hire Between the Dates</u>	<u>July 1, 2009</u>		<u>On employee's "new hire" anniversary July-December 2009</u>		<u>January 1, 2010</u>		<u>On employee's "new hire" anniversary January-June 2010</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
(7/1/05-12/31/05)	5152	29.61	Full Scale					
(1/1/06-6/30/06)	5152	29.61			5254	30.20	Full Scale	
(7/1/06-12/31/06)	4881	28.05	5152	29.61	5254	30.20		
(1/1/07-6/30/07)	4881	28.05			4978	28.61	5254	30.20
(7/1/07-12/31/07)	4610	26.49	4881	28.05	4978	28.61		
(1/1/08-6/30/08)	4610	26.49			4701	27.02	4978	28.61
(7/1/08-12/31/08)	4338	24.93	4610	26.49	4701	27.02		
(1/1/09-6/30/09)	4338	24.93			4425	25.43	4701	27.02
(7/1/09-10/31/09)	4338	24.93			4425	25.43		
(11/1/09-12/31/09)	4067	23.37			4148	23.84		
(1/1/10-6/30/10)					4148	23.84		

Highway Maintainer and Highway Maintainer (Tractor Mower)

<u>New Hire Between the Dates</u>	<u>July 1, 2010</u>		<u>On employee's "new hire" anniversary July-December 2010</u>		<u>January 1, 2011</u>		<u>On employee's "new hire" anniversary January-June 2011</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
(7/1/06-12/31/06)	5248	30.16	Full Scale					

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

(1/1/07-6/30/07)	5248	30.16			5352	30.76	Full Scale	
(7/1/07-12/31/07)	4972	28.57	5248	30.16	5352	30.76		
(1/1/08-6/30/08)	4972	28.57			5071	29.14	5352	30.76
(7/1/08-12/31/08)	4695	26.98	4972	28.57	5071	29.14		
(1/1/09-6/30/09)	4695	26.98			4789	27.52	5071	29.14
(7/1/09-10/31/09)	4419	25.40	4695	26.98	4789	27.52		
(11/1/09-12/31/09)	4143	23.81	4419	25.40	4507	25.90		
(1/1/10-6/30/10)	4143	23.81			4226	24.29	4507	25.90
(7/1/10-12/31/10)	4143	23.81			4226	24.29		
(1/1/11-6/30/11)					4226	24.29		

Highway Maintainer (Bridge Crew)

<u>New Hire</u> <u>Between the Dates</u>	<u>July 1, 2010</u>		<u>On employee's "new hire" anniversary</u> <u>July-December 2010</u>		<u>January 1, 2011</u>		<u>On employee's "new hire" anniversary</u> <u>January-June 2011</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
(7/1/06-12/31/06)	5328	30.62	Full Scale					
(1/1/07-6/30/07)	5328	30.62			5434	31.23	Full Scale	
(7/1/07-12/31/07)	5047	29.01	5328	30.62	5434	31.23		
(1/1/08-6/30/08)	5047	29.01			5148	29.59	5434	31.23
(7/1/08-12/31/08)	4767	27.40	5047	29.01	5148	29.59		
(1/1/09-6/30/09)	4767	27.40			4862	27.94	5148	29.59
(7/1/09-10/31/09)	4486	25.78	4767	27.40	4862	27.94		
(11/1/09-12/31/09)	4206	24.17	4486	25.78	4576	26.30		
(1/1/10-6/30/10)	4206	24.17			4290	24.66	4576	26.30
(7/1/10-12/31/10)	4206	24.17			4290	24.66		
(1/1/11-6/30/11)					4290	24.66		

Highway Maintainer (Drill Rig)

<u>New Hire</u> <u>Between the Dates</u>	<u>July 1, 2010</u>	<u>On employee's "new hire" anniversary</u>	<u>January 1, 2011</u>	<u>On employee's "new hire" anniversary</u>
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DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

	<u>July-December 2010</u>				<u>January-June 2011</u>			
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
(7/1/06-12/31/06)	5358	30.79	Full Scale					
(1/1/07-6/30/07)	5358	30.79			5465	31.41	Full Scale	
(7/1/07-12/31/07)	5076	29.17	5358	30.79	5465	31.41		
(1/1/08-6/30/08)	5076	29.17			5178	29.76	5465	31.41
(7/1/08-12/31/08)	4794	27.55	5076	29.17	5178	29.76		
(1/1/09-6/30/09)	4794	27.55			4890	28.10	5178	29.76
(7/1/09-10/31/09)	4512	25.93	4794	27.55	4890	28.10		
(11/1/09-12/31/09)	4230	24.31	4512	25.93	4602	26.45		
(1/1/10-6/30/10)	4230	24.31			4315	24.80	4602	26.45
(7/1/10-12/31/10)	4230	24.31			4315	24.80		
(1/1/11-6/30/11)					4315	24.80		

Highway Maintainer (Emergency Patrol)

<u>New Hire Between the Dates</u>	<u>July 1, 2010</u>		<u>On employee's "new hire" anniversary July-December 2010</u>		<u>January 1, 2011</u>		<u>On employee's "new hire" anniversary January-June 2011</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
(7/1/06-12/31/06)	5360	30.80	Full Scale					
(1/1/07-6/30/07)	5360	30.80			5467	31.42	Full Scale	
(7/1/07-12/31/07)	5078	29.18	5360	30.80	5467	31.42		
(1/1/08-6/30/08)	5078	29.18			5180	29.77	5467	31.42
(7/1/08-12/31/08)	4796	27.56	5078	29.18	5180	29.77		
(1/1/09-6/30/09)	4796	27.56			4892	28.11	5180	29.77
(7/1/09-10/31/09)	4514	25.94	4796	27.56	4892	28.11		
(11/1/09-12/31/09)	4232	24.32	4514	25.94	4604	26.46		
(1/1/10-6/30/10)	4232	24.32			4316	24.80	4604	26.46
(7/1/10-12/31/10)	4232	24.32			4316	24.80		
(1/1/11-6/30/11)					4316	24.80		

(Source: Amended at 35 Ill. Reg. _____, effective _____)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Section 310.APPENDIX A Negotiated Rates of Pay**Section 310.TABLE E RC-020 (Teamsters Local #330)****Full Scale Rates**

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Plan Code</u>	<u>Mo.</u>	<u>Effective Date</u>
<u>Highway Maintainer (Snowbirds)</u>	<u>18639</u>	<u>HR-001</u>	<u>Q</u>	<u>3664.00</u>	<u>January 1, 2010</u>
<u>Highway Maintainer (Snowbirds)</u>	<u>18639</u>	<u>HR-001</u>	<u>Q</u>	<u>3738.00</u>	<u>July 1, 2010</u>
<u>Highway Maintainer (Snowbirds)</u>	<u>18639</u>	<u>HR-001</u>	<u>Q</u>	<u>3850.00</u>	<u>January 1, 2011</u>
<u>Highway Maintainer (Snowbirds)</u>	<u>18639</u>	<u>HR-001</u>	<u>Q</u>	<u>3964.00</u>	<u>July 1, 2011</u>
<u>Highway Maintainer (Snowbirds)</u>	<u>18639</u>	<u>HR-001</u>	<u>Q</u>	<u>4083.00</u>	<u>January 1, 2012</u>
<u>Highway Maintainer (Snowbirds)</u>	<u>18639</u>	<u>HR-001</u>	<u>Q</u>	<u>4205.00</u>	<u>June 30, 2012</u>
<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Plan Code</u>	<u>January 1, 2010</u>	
<u>Highway Maintainer (Snowbirds)</u>	<u>18639</u>	<u>RC-020</u>	<u>Q</u>	<u>Mo. 3664.00</u>	

NOTE: Snowbirds are all, except those in Kankakee County, seasonal, full-time Highway Maintainers whose primary function is snow removal.

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Plan Code</u>	<u>July 1, 2010</u>		<u>January 1, 2011</u>	
				<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
Bridge Mechanic	05310	RC-020	Q	5563	31.97	5674	32.61
Bridge Tender	05320	RC-020	B	5259	30.22	5364	30.83
Heavy Construction Equipment Operator	18465	RC-020	Q	5640	32.41	5753	33.06
Heavy Construction Equipment Operator (Bridge Crew)	18465	RC-020	Q	5722	32.89	5836	33.54
Highway Maintainer	18639	RC-020	Q	5524	31.75	5634	32.38
Highway Maintainer (Bridge Crew)	18639	RC-020	Q	5608	32.23	5720	32.87
Highway Maintainer (Drill Rig)	18639	RC-020	Q	5640	32.41	5753	33.06

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Highway Maintenance Lead Worker	18659	RC-020	Q	5676	32.62	5790	33.28
Highway Maintenance Lead Worker (Bridge Crew)	18659	RC-020	Q	5757	33.09	5872	33.75
Highway Maintenance Lead Worker (Lead Lead Worker)	18659	RC-020	Q	5734	32.95	5849	33.61
Highway Maintenance Lead Worker (Lead Lead Worker) (Bridge Crew)	18659	RC-020	Q	5815	33.42	5931	34.09
Labor Maintenance Lead Worker	22809	RC-020	B	5412	31.10	5520	31.72
Laborer (Maintenance)	23080	RC-020	B	5347	30.73	5454	31.34
Maintenance Equipment Operator	25020	RC-020	B	5454	31.34	5563	31.97
Maintenance Equipment Operator	25020	RC-020	Q	5640	32.41	5753	33.06
Maintenance Worker (DHS)	25500	RC-020	B	5460	31.38	5569	32.01
Maintenance Worker (DOT, not Emergency Patrol)	25500	RC-020	B	5390	30.98	5498	31.60
Power Shovel Operator (Maintenance)	33360	RC-020	Q	5640	32.41	5753	33.06
Power Shovel Operator (Maintenance) (Bridge Crew)	33360	RC-020	Q	5722	32.89	5836	33.54
Silk Screen Operator	41020	RC-020	B	5572	32.02	5683	32.66

New Hire Rates

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Plan Code</u>
Highway Maintainer	18639	RC-020	Q

Highway Maintainer

<u>New Hire Between the Dates</u>	<u>July 1, 2009</u>		<u>On employee's "new hire" anniversary July-December 2009</u>		<u>January 1, 2010</u>		<u>On employee's "new hire" anniversary January-June 2010</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

(7/1/05-12/31/05)	5045	28.99	Full Scale					
(1/1/06-6/30/06)	5045	28.99			5145	29.57	Full Scale	
(7/1/06-12/31/06)	4779	27.47	5045	28.99	5145	29.57		
(1/1/07-6/30/07)	4779	27.47			4874	28.01	5145	29.57
(7/1/07-12/31/07)	4514	25.94	4779	27.47	4874	28.01		
(1/1/08-6/30/08)	4514	25.94			4604	26.46	4874	28.01
(7/1/08-12/31/08)	4248	24.41	4514	25.94	4604	26.46		
(1/1/09-6/30/09)	4248	24.41			4333	24.90	4604	26.46
(7/1/09-10/31/09)	4248	24.41			4333	24.90		
(11/1/09-12/31/09)	3983	22.89			4062	23.34		
(1/1/10-6/30/10)					4062	23.34		

Highway Maintainer (Bridge Crew)

<u>New Hire</u> <u>Between the Dates</u>	<u>July 1, 2009</u>		<u>On employee's "new hire" anniversary</u> <u>July-December 2009</u>		<u>January 1, 2010</u>		<u>On employee's "new hire" anniversary</u> <u>January-June 2010</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
(7/1/05-12/31/05)	5121	29.43	Full Scale					
(1/1/06-6/30/06)	5121	29.43			5223	30.02	Full Scale	
(7/1/06-12/31/06)	4851	27.88	5121	29.43	5223	30.02		
(1/1/07-6/30/07)	4851	27.88			4948	28.44	5223	30.02
(7/1/07-12/31/07)	4582	26.33	4851	27.88	4948	28.44		
(1/1/08-6/30/08)	4582	26.33			4673	26.86	4948	28.44
(7/1/08-12/31/08)	4312	24.78	4582	26.33	4673	26.86		
(1/1/09-6/30/09)	4312	24.78			4398	25.28	4673	26.86
(7/1/09-10/31/09)	4312	24.78			4398	25.28		
(11/1/09-12/31/09)	4043	23.24			4124	23.70		
(1/1/10-6/30/10)					4124	23.70		

Highway Maintainer (Drill Rig)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

<u>New Hire Between the Dates</u>	<u>July 1, 2009</u>		<u>On employee's "new hire" anniversary July-December 2009</u>		<u>January 1, 2010</u>		<u>On employee's "new hire" anniversary January-June 2010</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
(7/1/05-12/31/05)	5150	29.60	Full Scale					
(1/1/06-6/30/06)	5150	29.60			5253	30.19	Full Scale	
(7/1/06-12/31/06)	4879	28.04	5150	29.60	5253	30.19		
(1/1/07-6/30/07)	4879	28.04			4976	28.60	5253	30.19
(7/1/07-12/31/07)	4608	26.48	4879	28.04	4976	28.60		
(1/1/08-6/30/08)	4608	26.48			4700	27.01	4976	28.60
(7/1/08-12/31/08)	4337	24.93	4608	26.48	4700	27.01		
(1/1/09-6/30/09)	4337	24.93			4423	25.42	4700	27.01
(7/1/09-10/31/09)	4337	24.93			4423	25.42		
(11/1/09-12/31/09)	4066	23.37			4147	23.83		
(1/1/10-6/30/10)					4147	23.83		

Highway Maintainer

<u>New Hire Between the Dates</u>	<u>July 1, 2010</u>		<u>On employee's "new hire" anniversary July-December 2010</u>		<u>January 1, 2011</u>		<u>On employee's "new hire" anniversary January-June 2011</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
(7/1/06-12/31/06)	5248	30.16	Full Scale					
(1/1/07-6/30/07)	5248	30.16			5352	30.76	Full Scale	
(7/1/07-12/31/07)	4972	28.57	5248	30.16	5352	30.76		
(1/1/08-6/30/08)	4972	28.57			5071	29.14	5352	30.76
(7/1/08-12/31/08)	4695	26.98	4972	28.57	5071	29.14		
(1/1/09-6/30/09)	4695	26.98			4789	27.52	5071	29.14
(7/1/09-10/31/09)	4419	25.40	4695	26.98	4789	27.52		
(11/1/09-12/31/09)	4143	23.81	4419	25.40	4507	25.90		
(1/1/10-6/30/10)	4143	23.81			4226	24.29	4507	25.90
(7/1/10-12/31/10)	4143	23.81			4226	24.29		

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

(1/1/11-6/30/11) 4226 24.29

Highway Maintainer (Bridge Crew)

New Hire Between the Dates	July 1, 2010		On employee's "new hire" anniversary July-December 2010		January 1, 2011		On employee's "new hire" anniversary January-June 2011	
	Mo.	Hr.	Mo.	Hr.	Mo.	Hr.	Mo.	Hr.
(7/1/06-12/31/06)	5328	30.62	Full Scale					
(1/1/07-6/30/07)	5328	30.62			5434	31.23	Full Scale	
(7/1/07-12/31/07)	5047	29.01	5328	30.62	5434	31.23		
(1/1/08-6/30/08)	5047	29.01			5148	29.59	5434	31.23
(7/1/08-12/31/08)	4767	27.40	5047	29.01	5148	29.59		
(1/1/09-6/30/09)	4767	27.40			4862	27.94	5148	29.59
(7/1/09-10/31/09)	4486	25.78	4767	27.40	4862	27.94		
(11/1/09-12/31/09)	4206	24.17	4486	25.78	4576	26.30		
(1/1/10-6/30/10)	4206	24.17			4290	24.66	4576	26.30
(7/1/10-12/31/10)	4206	24.17			4290	24.66		
(1/1/11-6/30/11)					4290	24.66		

Highway Maintainer (Drill Rig)

New Hire Between the Dates	July 1, 2010		On employee's "new hire" anniversary July-December 2010		January 1, 2011		On employee's "new hire" anniversary January-June 2011	
	Mo.	Hr.	Mo.	Hr.	Mo.	Hr.	Mo.	Hr.
(7/1/06-12/31/06)	5358	30.79	Full Scale					
(1/1/07-6/30/07)	5358	30.79			5465	31.41	Full Scale	
(7/1/07-12/31/07)	5076	29.17	5358	30.79	5465	31.41		
(1/1/08-6/30/08)	5076	29.17			5178	29.76	5465	31.41
(7/1/08-12/31/08)	4794	27.55	5076	29.17	5178	29.76		
(1/1/09-6/30/09)	4794	27.55			4890	28.10	5178	29.76
(7/1/09-10/31/09)	4512	25.93	4794	27.55	4890	28.10		
(11/1/09-12/31/09)	4230	24.31	4512	25.93	4602	26.45		
(1/1/10-6/30/10)	4230	24.31			4315	24.80	4602	26.45

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

(7/1/10-12/31/10)	4230	24.31	4315	24.80
(1/1/11-6/30/11)			4315	24.80

(Source: Amended at 35 Ill. Reg. _____, effective _____)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Section 310.APPENDIX A Negotiated Rates of Pay**Section 310.TABLE F RC-019 (Teamsters Local #25)****Full Scale Rates**

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Plan Code</u>	<u>Mo.</u>	<u>Effective Date</u>
Highway Maintainer (Snowbirds)	18639	HR-001	Q	3664.00	January 1, 2010
Highway Maintainer (Snowbirds)	18639	HR-001	Q	3738.00	July 1, 2010
Highway Maintainer (Snowbirds)	18639	HR-001	Q	3850.00	January 1, 2011
Highway Maintainer (Snowbirds)	18639	HR-001	Q	3964.00	July 1, 2011
Highway Maintainer (Snowbirds)	18639	HR-001	Q	4083.00	January 1, 2012
Highway Maintainer (Snowbirds)	18639	HR-001	Q	4205.00	June 30, 2012

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Plan Code</u>	<u>January 1, 2010 Mo.</u>
Highway Maintainer (Snowbirds)	18639	RC-019	Q	3664.00

NOTE: Snowbirds are all seasonal, salaried, full-time Highway Maintainers whose primary function is snow removal.

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Plan Code</u>	<u>July 1, 2010</u>		<u>January 1, 2011</u>	
				<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
Bridge Mechanic	05310	RC-019	Q	5559	31.95	5669	32.58
Bridge Tender	05320	RC-019	B	5595	32.16	5705	32.79
Deck Hand	11500	RC-019	B	5359	30.80	5469	31.43
Ferry Operator I	14801	RC-019	B	5595	32.16	5705	32.79
Ferry Operator II	14802	RC-019	B	5647	32.45	5757	33.09
Highway Maintainer	18639	RC-019	Q	5524	31.75	5634	32.38
Highway Maintainer (Bridge Crew)	18639	RC-019	Q	5599	32.18	5709	32.81
Highway Maintainer (Drill Rig)	18639	RC-019	Q	5629	32.35	5739	32.98
Highway Maintainer	18639	RC-019	Q	5631	32.36	5741	32.99

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

(Emergency Patrol) Highway Maintenance Lead Worker	18659	RC-019	Q	5662	32.54	5772	33.17
Highway Maintenance Lead Worker (Bridge Crew)	18659	RC-019	Q	5736	32.97	5846	33.60
Highway Maintenance Lead Worker (Emergency Patrol)	18659	RC-019	Q	5769	33.16	5879	33.79
Highway Maintenance Lead Worker (Lead Lead Worker)	18659	RC-019	Q	5715	32.84	5825	33.48
Highway Maintenance Lead Worker (Lead Lead Worker) (Bridge Crew)	18659	RC-019	Q	5789	33.27	5899	33.90
Highway Maintenance Lead Worker (Lead Lead Worker) (Emergency Patrol)	18659	RC-019	Q	5794	33.30	5904	33.93
Janitor I (Including Office of Administration)	21951	RC-019	B	5151	29.60	5261	30.24
Janitor II (Including Office of Administration)	21952	RC-019	B	5184	29.79	5294	30.43
Labor Maintenance Lead Worker	22809	RC-019	B	5421	31.16	5531	31.79
Laborer (Maintenance)	23080	RC-019	B	5362	30.82	5472	31.45
Maintenance Equipment Operator	25020	RC-019	B	5459	31.37	5569	32.01
Maintenance Equipment Operator	25020	RC-019	Q	5629	32.35	5739	32.98
Maintenance Equipment Operator	25020	RC-019	S	5682	32.66	5792	33.29
Maintenance Equipment Operator (DHS, forensic)	25020	RC-019	Q	5524	31.75	5634	32.38
Maintenance Worker	25500	RC-019	B	5400	31.03	5510	31.67
Maintenance Worker	25500	RC-019	Q	5465	31.41	5575	32.04
Power Shovel Operator (Maintenance)	33360	RC-019	B	5563	31.97	5673	32.60
Power Shovel Operator (Maintenance)	33360	RC-019	Q	5629	32.35	5739	32.98
Power Shovel Operator (Maintenance) (Bridge Crew)	33360	RC-019	Q	5704	32.78	5814	33.41
Security Guard I	39851	RC-019	B	5180	29.77	5290	30.40
Security Guard II	39852	RC-019	B	5230	30.06	5340	30.69

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Silk Screen Operator	41020	RC-019	B	5568	32.00	5678	32.63
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New Hire Rates

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Plan Code</u>
Highway Maintainer	18639	RC-019	Q

Highway Maintainer and Highway Maintainer (Tractor Mower)

<u>New Hire Between the Dates</u>	<u>July 1, 2009</u>		<u>On employee's "new hire" anniversary July-December 2009</u>		<u>January 1, 2010</u>		<u>On employee's "new hire" anniversary January-June 2010</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
(7/1/05-12/31/05)	5045	28.99	Full Scale					
(1/1/06-6/30/06)	5045	28.99			5145	29.57	Full Scale	
(7/1/06-12/31/06)	4779	27.47	5045	28.99	5145	29.57		
(1/1/07-6/30/07)	4779	27.47			4874	28.01	5145	29.57
(7/1/07-12/31/07)	4514	25.94	4779	27.47	4874	28.01		
(1/1/08-6/30/08)	4514	25.94			4604	26.46	4874	28.01
(7/1/08-12/31/08)	4248	24.41	4514	25.94	4604	26.46		
(1/1/09-6/30/09)	4248	24.41			4333	24.90	4604	26.46
(7/1/09-10/31/09)	4248	24.41			4333	24.90		
(11/1/09-12/31/09)	3983	22.89			4062	23.34		
(1/1/10-6/30/10)					4062	23.34		

Highway Maintainer (Bridge Crew)

<u>New Hire Between the Dates</u>	<u>July 1, 2009</u>		<u>On employee's "new hire" anniversary July-December 2009</u>		<u>January 1, 2010</u>		<u>On employee's "new hire" anniversary January-June 2010</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
(7/1/05-12/31/05)	5116	29.40	Full Scale					
(1/1/06-6/30/06)	5116	29.40			5216	29.98	Full Scale	
(7/1/06-12/31/06)	4847	27.86	5116	29.40	5216	29.98		
(1/1/07-6/30/07)	4847	27.86			4942	28.40	5216	29.98
(7/1/07-12/31/07)	4577	26.30	4847	27.86	4942	28.40		

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

(1/1/08-6/30/08)	4577	26.30			4667	26.82	4942	28.40
(7/1/08-12/31/08)	4308	24.76	4577	26.30	4667	26.82		
(1/1/09-6/30/09)	4308	24.76			4393	25.25	4667	26.82
(7/1/09-10/31/09)	4308	24.76			4393	25.25		
(11/1/09-12/31/09)	4039	23.21			4118	23.67		
(1/1/10-6/30/10)					4118	23.67		

Highway Maintainer (Drill Rig)

New Hire Between the Dates	July 1, 2009		On employee's "new hire" anniversary July-December 2009		January 1, 2010		On employee's "new hire" anniversary January-June 2010	
	Mo.	Hr.	Mo.	Hr.	Mo.	Hr.	Mo.	Hr.
(7/1/05-12/31/05)	5144	29.56	Full Scale					
(1/1/06-6/30/06)	5144	29.56			5245	30.14	Full Scale	
(7/1/06-12/31/06)	4874	28.01	5144	29.56	5245	30.14		
(1/1/07-6/30/07)	4874	28.01			4969	28.56	5245	30.14
(7/1/07-12/31/07)	4603	26.45	4874	28.01	4969	28.56		
(1/1/08-6/30/08)	4603	26.45			4693	26.97	4969	28.56
(7/1/08-12/31/08)	4332	24.90	4603	26.45	4693	26.97		
(1/1/09-6/30/09)	4332	24.90			4417	25.39	4693	26.97
(7/1/09-10/31/09)	4332	24.90			4417	25.39		
(11/1/09-12/31/09)	4061	23.34			4141	23.80		
(1/1/10-6/30/10)					4141	23.80		

Highway Maintainer (Emergency Patrol)

New Hire Between the Dates	July 1, 2009		On employee's "new hire" anniversary July-December 2009		January 1, 2010		On employee's "new hire" anniversary January-June 2010	
	Mo.	Hr.	Mo.	Hr.	Mo.	Hr.	Mo.	Hr.
(7/1/05-12/31/05)	5146	29.57	Full Scale					
(1/1/06-6/30/06)	5146	29.57			5247	30.16	Full Scale	
(7/1/06-12/31/06)	4875	28.02	5146	29.57	5247	30.16		
(1/1/07-6/30/07)	4875	28.02			4971	28.57	5247	30.16
(7/1/07-12/31/07)	4604	26.46	4875	28.02	4971	28.57		
(1/1/08-6/30/08)	4604	26.46			4695	26.98	4971	28.57
(7/1/08-12/31/08)	4334	24.91	4604	26.46	4695	26.98		

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

(1/1/09-6/30/09)	4334	24.91	4418	25.39	4695	26.98
(7/1/09-10/31/09)	4334	24.91	4418	25.39		
(11/1/09-12/31/09)	4063	23.35	4142	23.80		
(1/1/10-6/30/10)			4142	23.80		

Highway Maintainer and Highway Maintainer (Tractor Mower)

New Hire Between the Dates	July 1, 2010		On employee's "new hire" anniversary July-December 2010		January 1, 2011		On employee's "new hire" anniversary January-June 2011	
	Mo.	Hr.	Mo.	Hr.	Mo.	Hr.	Mo.	Hr.
(7/1/06-12/31/06)	5248	30.16	Full Scale				Full Scale	
(1/1/07-6/30/07)	5248	30.16			5352	30.76	Full Scale	
(7/1/07-12/31/07)	4972	28.57	5248	30.16	5352	30.76		
(1/1/08-6/30/08)	4972	28.57			5071	29.14	5352	30.76
(7/1/08-12/31/08)	4695	26.98	4972	28.57	5071	29.14		
(1/1/09-6/30/09)	4695	26.98			4789	27.52	5071	29.14
(7/1/09-10/31/09)	4419	25.40	4695	26.98	4789	27.52		
(11/1/09-12/31/09)	4143	23.81	4419	25.40	4507	25.90		
(1/1/10-6/30/10)	4143	23.81			4226	24.29	4507	25.90
(7/1/10-12/31/10)	4143	23.81			4226	24.29		
(1/1/11-6/30/11)					4226	24.29		

Highway Maintainer (Bridge Crew)

New Hire Between the Dates	July 1, 2010		On employee's "new hire" anniversary July-December 2010		January 1, 2011		On employee's "new hire" anniversary January-June 2011	
	Mo.	Hr.	Mo.	Hr.	Mo.	Hr.	Mo.	Hr.
(7/1/06-12/31/06)	5319	30.57	Full Scale				Full Scale	
(1/1/07-6/30/07)	5319	30.57			5424	31.17	Full Scale	
(7/1/07-12/31/07)	5039	28.96	5319	30.57	5424	31.17		
(1/1/08-6/30/08)	5039	28.96			5138	29.53	5424	31.17
(7/1/08-12/31/08)	4759	27.35	5039	28.96	5138	29.53		
(1/1/09-6/30/09)	4759	27.35			4853	27.89	5138	29.53
(7/1/09-10/31/09)	4479	25.74	4759	27.35	4853	27.89		
(11/1/09-12/31/09)	4199	24.13	4479	25.74	4567	26.25		
(1/1/10-6/30/10)	4199	24.13			4282	24.61	4567	26.25

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

(7/1/10-12/31/10)	4199	24.13	4282	24.61
(1/1/11-6/30/11)			4282	24.61

Highway Maintainer (Drill Rig)

<u>New Hire Between the Dates</u>	<u>July 1, 2010</u>		<u>On employee's "new hire" anniversary July-December 2010</u>		<u>January 1, 2011</u>		<u>On employee's "new hire" anniversary January-June 2011</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
(7/1/06-12/31/06)	5348	30.74	Full Scale					
(1/1/07-6/30/07)	5348	30.74			5452	31.33	Full Scale	
(7/1/07-12/31/07)	5066	29.11	5348	30.74	5452	31.33		
(1/1/08-6/30/08)	5066	29.11			5165	29.68	5452	31.33
(7/1/08-12/31/08)	4785	27.50	5066	29.11	5165	29.68		
(1/1/09-6/30/09)	4785	27.50			4878	28.03	5165	29.68
(7/1/09-10/31/09)	4503	25.88	4785	27.50	4878	28.03		
(11/1/09-12/31/09)	4222	24.26	4503	25.88	4591	26.39		
(1/1/10-6/30/10)	4222	24.26			4304	24.74	4591	26.39
(7/1/10-12/31/10)	4222	24.26			4304	24.74		
(1/1/11-6/30/11)					4304	24.74		

Highway Maintainer (Emergency Patrol)

<u>New Hire Between the Dates</u>	<u>July 1, 2010</u>		<u>On employee's "new hire" anniversary July-December 2010</u>		<u>January 1, 2011</u>		<u>On employee's "new hire" anniversary January-June 2011</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
(7/1/06-12/31/06)	5349	30.74	Full Scale					
(1/1/07-6/30/07)	5349	30.74			5454	31.34	Full Scale	
(7/1/07-12/31/07)	5068	29.13	5349	30.74	5454	31.34		
(1/1/08-6/30/08)	5068	29.13			5167	29.70	5454	31.34
(7/1/08-12/31/08)	4786	27.51	5068	29.13	5167	29.70		
(1/1/09-6/30/09)	4786	27.51			4880	28.05	5167	29.70
(7/1/09-10/31/09)	4505	25.89	4786	27.51	4880	28.05		
(11/1/09-12/31/09)	4223	24.27	4505	25.89	4593	26.40		
(1/1/10-6/30/10)	4223	24.27			4306	24.75	4593	26.40
(7/1/10-12/31/10)	4223	24.27			4306	24.75		
(1/1/11-6/30/11)					4306	24.75		

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

(Source: Amended at 35 Ill. Reg. _____, effective _____)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Section 310.APPENDIX A Negotiated Rates of Pay**Section 310.TABLE S VR-704 (Corrections, Financial and Professional Regulation, Juvenile Justice and State Police Supervisors, Laborers' – ISEA Local #2002)**

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Grade</u>
Clinical Services Supervisor	08260	VR-704	24
Forensic Science Administrator I	15911	VR-704	24
Forensic Science Administrator II	15912	VR-704	25
Juvenile Justice Chief of Security	21965	VR-704	24
Police Lieutenant	32977	VR-704	24
Public Service Administrator, Option 7 (criminal intelligence analyst supervisor, strategic management policy administrator, firearms specialist, computer evidence recovery specialist, and narcotics and currency unit supervisor non-sworn functions at State Police, statewide enforcement function at Financial and Professional Regulation, and superintendent, operations center supervisor and training academy supervisor functions at Corrections)	37015	VR-704	25
Public Service Administrator, Option 7 (inspector sworn and sex offender registry supervisor non-sworn functions at State Police)	37015	VR-704	26
Public Service Administrator, Options 7 (women and family services coordinator, district supervisor, staff assistant and deputy commander of intelligence functions at Corrections and investigator function at Human Services in the Office of the Inspector General), 8L (at Corrections and Illinois State Police) and 8J (dietary manager function at Corrections)	37015	VR-704	24
Senior Public Service Administrator, Option 7 (research and development unit chief function at Illinois State Police)	40070	VR-704	24

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Senior Public Service Administrator, Option 7 (protected services unit operations commander and senior terrorism advisor functions at Illinois State Police)	40070	VR-704	25
Senior Public Service Administrator, Option 7 (assistant director of forensic science training, quality assurance and safety director and section chief functions at Illinois State Police)	40070	VR-704	26
Senior Public Service Administrator, Option 7 (deputy laboratory director function at Illinois State Police)	40070	VR-704	27
Shift Supervisor	40800	VR-704	24

NOTE: The positions allocated to the Public Service Administrator title that are assigned to the negotiated VR-704 pay grade have the following options: 7; 8L and 8J. The positions allocated to the Senior Public Service Administrator title that are assigned to the negotiated VR-704 pay grade have the option 7. See the definition of option in Section 310.50.

Effective July 1, 2010
Bargaining Unit: VR-704

Pay Grade	Pay Plan Code	S T E P S								
		1a	1	2	3	4	5	6	7	8
24	B	5860	6036	6357	6691	7010	7335	7665	8147	8472
24	Q	6126	6310	6646	6991	7328	7663	8011	8515	8855
24	S	6202	6388	6721	7068	7404	7743	8091	8590	8934
25	B	6246	6434	6785	7143	7500	7856	8214	8740	9091
25	Q	6525	6722	7091	7462	7840	8213	8584	9135	9501
25	S	6609	6801	7170	7540	7915	8288	8659	9213	9582
26	B	6605	6866	7241	7626	8012	8385	8762	9328	9700
26	Q	6917	7196	7587	7989	8393	8785	9177	9772	10162

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

Effective September 29, 2010
Bargaining Unit: VR-704

Pay Grade	Pay Plan Code	S T E P S								
		1a	1	2	3	4	5	6	7	8
27	B	6979	7329	7728	8136	8548	8948	9350	9954	10353

Effective January 1, 2011
Bargaining Unit: VR-704

Pay Grade	Pay Plan Code	S T E P S								
		1a	1	2	3	4	5	6	7	8
24	B	5977	6157	6484	6825	7150	7482	7818	8310	8641
24	Q	6249	6436	6779	7131	7475	7816	8171	8685	9032
24	S	6326	6516	6855	7209	7552	7898	8253	8762	9113
25	B	6371	6563	6921	7286	7650	8013	8378	8915	9273
25	Q	6656	6856	7233	7611	7997	8377	8756	9318	9691
25	S	6741	6937	7313	7691	8073	8454	8832	9397	9774
26	B	6737	7003	7386	7779	8172	8553	8937	9515	9894
26	Q	7055	7340	7739	8149	8561	8961	9361	9967	10365
27	B	6979	7329	7728	8136	8548	8948	9350	9954	10353

Effective June 1, 2011
Bargaining Unit: VR-704

Pay Grade	Pay Plan Code	S T E P S								
		1a	1	2	3	4	5	6	7	8
24	B	5977	6157	6484	6825	7150	7482	7818	8310	8641
24	Q	6249	6436	6779	7131	7475	7816	8171	8685	9032

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

24	S	6326	6516	6855	7209	7552	7898	8253	8762	9113
27	B	7119	7476	7883	8299	8719	9127	9537	10153	10560

Effective July 1, 2011
Bargaining Unit: VR-704

Pay Grade	Pay Plan Code	S T E P S							
		1	2	3	4	5	6	7	8
24	B	6403	6743	7098	7436	7781	8131	8642	8987
24	Q	6693	7050	7416	7774	8129	8498	9032	9393
24	S	6777	7129	7497	7854	8214	8583	9112	9478
25	B	6826	7198	7577	7956	8334	8713	9272	9644
25	Q	7130	7522	7915	8317	8712	9106	9691	10079
25	S	7214	7606	7999	8396	8792	9185	9773	10165
26	B	7283	7681	8090	8499	8895	9294	9896	10290
26	Q	7634	8049	8475	8903	9319	9735	10366	10780
27	B	7775	8198	8631	9068	9492	9918	10559	10982

Effective January 1, 2012
Bargaining Unit: VR-704

Pay Grade	Pay Plan Code	S T E P S							
		1	2	3	4	5	6	7	8
24	B	6483	6827	7187	7529	7878	8233	8750	9099
24	Q	6777	7138	7509	7871	8231	8604	9145	9510
24	S	6862	7218	7591	7952	8317	8690	9226	9596
25	B	6911	7288	7672	8055	8438	8822	9388	9765

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENTS

25	Q	7219	7616	8014	8421	8821	9220	9812	10205
25	S	7304	7701	8099	8501	8902	9300	9895	10292
26	B	7374	7777	8191	8605	9006	9410	10020	10419
26	Q	7729	8150	8581	9014	9435	9857	10496	10915

Effective June 1, 2012
Bargaining Unit: VR-704

<u>Pay</u>	<u>Pay</u>	<u>STEPS</u>							
<u>Grade</u>	<u>Code</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
<u>27</u>	<u>B</u>	<u>7872</u>	<u>8300</u>	<u>8739</u>	<u>9181</u>	<u>9611</u>	<u>10042</u>	<u>10691</u>	<u>11119</u>

(Source: Amended at 35 Ill. Reg. _____, effective _____)

ILLINOIS GAMING BOARD

NOTICE OF PROPOSED AMENDMENT

- 1) Heading of the Part: Video Gaming (General)
- 2) Code Citation: 11 Ill. Adm. Code 1800
- 3) Section Number: 1800.330 Proposed Action:
New Section
- 4) Statutory Authority: Authorized by the Video Gaming Act [230 ILCS 40/78 (a) (3)]
- 5) A Complete Description of the Subjects and Issues Involved: The new Section is entitled "Economic Disassociation" and applies to all licensees under the Video Gaming Act. It authorizes the Board to order the economic disassociation from a licensee of a Person With Significant Influence or Control or holder of an Ownership Interest, if the Board determines such action is warranted because of the licensee's character, reputation, experience, associations, business probity, or financial integrity. The purpose of the new Section is to protect the integrity of video gaming in Illinois.
- 6) Published studies and reports, and underlying sources of data, used to compose this rulemaking: None
- 7) Will this rulemaking replace any emergency rulemaking currently in effect? No
- 8) Does this rulemaking contain an automatic repeal date? No
- 9) Does this rulemaking contain incorporations by reference? No
- 10) Are there any other proposed amendments pending on this Part? Yes

<u>Section Numbers:</u>	<u>Proposed Action:</u>	<u>Illinois Register Citation:</u>
1800.110	Amendment	35 Ill. Reg. 13021; August 12, 2011
1800.430	Amendment	35 Ill. Reg. 13021; August 12, 2011
1800.555	New Section	35 Ill. Reg. 13021; August 12, 2011
- 11) Statement of Statewide Policy Objectives: This rulemaking does not create or expand a State mandate under 30 ILCS 805.
- 12) Time, Place and Manner in which interested persons may comment on this proposed rulemaking: Any interested person may submit comments in writing concerning this

ILLINOIS GAMING BOARD

NOTICE OF PROPOSED AMENDMENT

proposed rulemaking not later than 45 days after publication of this notice in the Illinois Register to:

Lynn Carter
Chief Counsel
Illinois Gaming Board
160 North LaSalle Street
Chicago, Illinois 60601

312/814-7137
Fax No. 312/814-4143
lynn.carter@igb.illinois.gov

- 13) Initial Regulatory Flexibility Analysis:
- A) Types of small businesses, small municipalities and not for profit corporations affected: None
 - B) Reporting, bookkeeping or other procedures required for compliance: None
 - C) Types of professional skills necessary for compliance: The proposed rulemaking will impose no additional requirements.
- 14) Regulatory agenda on which this rulemaking was summarized: This rulemaking was summarized in IGB's July 2011 regulatory agenda.

The full text of the Proposed Amendment begins on the next page.

ILLINOIS GAMING BOARD

NOTICE OF PROPOSED AMENDMENT

TITLE 11: ALCOHOL, HORSE RACING, LOTTERY, AND VIDEO GAMING
SUBTITLE D: VIDEO GAMING
CHAPTER I: ILLINOIS GAMING BOARD

PART 1800
VIDEO GAMING (GENERAL)

SUBPART A: GENERAL PROVISIONS

Section	
1800.110	Definitions
1800.115	Gender
1800.120	Inspection

SUBPART B: DUTIES OF LICENSEES

Section	
1800.210	General Duties of All Video Gaming Licensees
1800.220	Continuing Duty to Report Violations
1800.230	Duties of Licensed Manufacturers
1800.240	Duties of Licensed Distributors
1800.250	Duties of Licensed Video Terminal Operators
1800.260	Duties of Licensed Technicians
1800.270	Duties of Licensed Video Gaming Locations

SUBPART C: STANDARDS OF CONDUCT FOR LICENSEES

Section	
1800.310	Grounds for Disciplinary Actions
1800.320	Minimum Standards for Use Agreements
<u>1800.330</u>	<u>Economic Disassociation</u>

SUBPART D: LICENSING QUALIFICATIONS

Section	
1800.410	Coverage of Subpart
1800.420	Qualifications for Licensure
1800.430	Persons with Significant Influence or Control

ILLINOIS GAMING BOARD

NOTICE OF PROPOSED AMENDMENT

SUBPART E: LICENSING PROCEDURES

Section

- 1800.510 Coverage of Subpart
- 1800.520 Applications
- 1800.530 Submission of Application
- 1800.540 Application Fees
- 1800.550 Consideration of Applications by the Board
- 1800.560 Issuance of License
- 1800.570 Renewal of License
- 1800.580 Renewal Fees and Dates

SUBPART F: DENIALS OF APPLICATIONS FOR LICENSURE

Section

- 1800.610 Coverage of Subpart
- 1800.615 Requests for Hearing
- 1800.620 Appearances
- 1800.625 Appointment of Administrative Law Judge
- 1800.630 Discovery
- 1800.635 Subpoenas
- 1800.640 Motions for Summary Judgment
- 1800.650 Proceedings
- 1800.660 Evidence
- 1800.670 Prohibition on Ex Parte Communication
- 1800.680 Sanctions and Penalties
- 1800.690 Transmittal of Record and Recommendation to the Board
- 1800.695 Status of Applicant for Licensure Upon Filing Request for Hearing

SUBPART G: DISCIPLINARY ACTIONS AGAINST LICENSEES

Section

- 1800.710 Coverage of Subpart
- 1800.715 Notice of Proposed Disciplinary Action Against Licensees
- 1800.720 Hearings in Disciplinary Actions
- 1800.725 Appearances
- 1800.730 Appointment of Administrative Law Judge
- 1800.735 Discovery
- 1800.740 Subpoenas

ILLINOIS GAMING BOARD

NOTICE OF PROPOSED AMENDMENT

- 1800.745 Motions for Summary Judgment
- 1800.750 Proceedings
- 1800.760 Evidence
- 1800.770 Prohibition on Ex Parte Communication
- 1800.780 Sanctions and Penalties
- 1800.790 Transmittal of Record and Recommendation to the Board

SUBPART H: LOCATION OF VIDEO GAMING TERMINALS IN
LICENSED VIDEO GAMING LOCATIONS

- Section
- 1800.810 Location and Placement of Video Gaming Terminals

SUBPART I: SECURITY INTERESTS

- Section
- 1800.910 Approvals Required, Applicability, Scope of Approval
- 1800.920 Notice of Enforcement of a Security Interest
- 1800.930 Prior Registration

SUBPART J: TRANSPORTATION AND DISTRIBUTION
OF VIDEO GAMING TERMINALS

- Section
- 1800.1010 Restriction on Sale, Distribution, Transfer, Supply and Operation of Video Gaming Terminals
- 1800.1020 Transportation of Video Gaming Terminals into the State
- 1800.1030 Receipt of Video Gaming Terminals in the State
- 1800.1040 Transportation of Video Gaming Terminals Between Locations in the State
- 1800.1050 Approval to Transport Video Gaming Terminals Outside of the State
- 1800.1060 Placement of Video Gaming Terminals
- 1800.1070 Disposal of Video Gaming Terminals

SUBPART K: STATE-LOCAL RELATIONS

- Section
- 1800.1110 State-Local Relations

AUTHORITY: Implementing and authorized by the Video Gaming Act [230 ILCS 40].

ILLINOIS GAMING BOARD

NOTICE OF PROPOSED AMENDMENT

SOURCE: Adopted by emergency rulemaking at 33 Ill. Reg. 14793, effective October 19, 2009, for a maximum of 150 days; adopted at 34 Ill. Reg. 2893, effective February 22, 2010; emergency amendment at 34 Ill. Reg. 8589, effective June 15, 2010, for a maximum of 150 days; emergency expired November 11, 2010; amended at 35 Ill. Reg. 1369, effective January 5, 2011; emergency amendment at 35 Ill. Reg. 13949, effective July 29, 2011, for a maximum of 150 days; amended at 35 Ill. Reg. _____, effective _____.

SUBPART C: STANDARDS OF CONDUCT FOR LICENSEES

Section 1800.330 Economic Disassociation

- a) Each licensee shall provide a means for the economic disassociation of any person who, with respect to that applicant or licensee, is a person with significant influence or control or holder of an ownership interest, in the event the economic disassociation is required by an order of the Board.
- b) Based upon findings from an investigation into the character, reputation, experience, associations, business probity, and financial integrity of a person with significant influence or control or holder of an ownership interest, the Board may enter an order upon a licensee to require the economic disassociation of that person. A violation of an order of economic disassociation may result in a complaint under Subpart G. Any hearing concerning a complaint shall be a hearing on the merits of the Board's determination that economic disassociation is warranted. The licensee shall be considered the party to the hearing.

(Source: Added at 35 Ill. Reg. _____, effective _____)

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

- 1) Heading of the Part: Illinois State Library, Library Services Division
- 2) Code Citation: 23 Ill. Adm. Code 3010
- 3)

<u>Section Numbers:</u>	<u>Proposed Action:</u>
3010.10	Amend
3010.40	Amend
3010.60	Amend
3010.110	Amend
3010.120	Amend
3010.130	Amend
3010.140	Amend
3010.160	Amend
3010.210	Amend
3010.310	Amend
3010.Exhibit A	Amend
3010.Exhibit B	Amend
3010.Exhibit C	Amend
3010.Exhibit D	Amend
3010.Exhibit E	New
- 4) Statutory Authority: Implementing and authorized by the State Library Act [15 ILCS 320]
- 5) A Complete Description of the Subjects and Issues Involved: This rulemaking changes the name of the title of the Part from Illinois State Library, Library Services Division to Illinois State Library, Operations Division. These amendments clarify procedures for access to the stacks by library users; registration for a temporary stack pass and a library card; loan periods, fees for computer printouts, use of the public service area and interlibrary loan procedures governed by the Illinois Interlibrary Code enumerated in 3010.Exhibit.
- 6) Published studies or reports, and sources of underlying data, used to compose this rulemaking: None
- 7) Will this rulemaking replace any emergency rulemaking currently in effect? No
- 8) Does this rulemaking contain any automatic repeal date? No

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

- 9) Does this rulemaking contain incorporations by reference? Section 3010.160(f) refers to "The Interlibrary Loan Code of the United States. Revised 2001" published by the American Library Association, 50 E. Huron, Chicago, IL 60611.
- 10) Are there any other proposed rulemakings pending on this Part? No
- 11) Statement of Statewide Policy Objective: This rulemaking has no effect on local governments.
- 12) Time, Place and Manner in which interested persons may comment on this proposed rulemaking:
- Joseph Natale
Rules Coordinator
Illinois State Library
Gwendolyn Brooks Building
Springfield, IL 62701-1796
- 217/558-4185; jnatale@ilsos.net
- 13) Initial Regulatory Flexibility Analysis:
- A) Types of small businesses, small municipalities and not for profits corporations affected: None
- B) Reporting, bookkeeping or other procedures required for compliance: None
- C) Types of professional skills necessary for compliance: None
- 14) Regulatory Agenda on which these amendments were summarized: July 2011

The full text of the Proposed Amendments begins on the next page:

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

TITLE 23: EDUCATION AND CULTURAL RESOURCES
SUBTITLE B: CULTURAL RESOURCES
CHAPTER I: SECRETARY OF STATE

PART 3010

ILLINOIS STATE LIBRARY, LIBRARY ~~OPERATIONS~~SERVICES DIVISION

SUBPART A: USE OF THE ILLINOIS STATE LIBRARY

Section

- 3010.10 Definitions
- 3010.20 Service Populations
- 3010.30 Hours of Service
- 3010.40 Library ~~Stacks~~Stack Area
- 3010.50 Use by the General Public
- 3010.60 Copies and Printouts

SUBPART B: COLLECTION ACCESS SECTION (CIRCULATION)

Section

- 3010.110 Circulation of Materials
- 3010.120 Materials for Loan
- 3010.130 Loan Periods
- 3010.140 Holds, ~~Recalls~~ and Renewals
- 3010.150 Return of Materials
- 3010.160 Replacement of Lost and/or Damaged Materials
- 3010.170 Theft of Materials
- 3010.180 Photocopies (Repealed)

SUBPART C: ~~REFERENCE~~PUBLIC SERVICES SECTION

Section

- 3010.210 Reference Service

SUBPART D: RESOURCE SHARING SECTION
(INTERLIBRARY LOAN)

Section

- 3010.310 Interlibrary Loan

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

3010.320 Resource Sharing Agreements

Section

- | 3010.EXHIBIT A ~~Stacks~~~~Temporary Stack~~ Pass Application
- | 3010.EXHIBIT B Use of the Public Services Areas of the Illinois State Library: General Policies and Guidelines
- | 3010.EXHIBIT C Illinois State Library Card Application Form: Courtesy Card
- | 3010.EXHIBIT D Illinois State Library Card Application Form: Regular Card
- | 3010.EXHIBIT E ILLINET Interlibrary Loan Code

AUTHORITY: Implementing and authorized by the State Library Act [15 ILCS 320].

SOURCE: Amended July 18, 1973; rules repealed, new rules adopted and codified at 7 Ill. Reg. 13679, effective October 4, 1983; amended at 25 Ill. Reg. 5412, effective April 1, 2001; amended at 30 Ill. Reg. 16324, effective October 2, 2006; amended at 35 Ill. Reg. _____, effective _____.

SUBPART A: USE OF THE ILLINOIS STATE LIBRARY

Section 3010.10 Definitions

| The following definitions ~~in alphabetical order~~ apply to this Part:

| "Bibliographic Instruction" means the ~~on-site~~ education of patrons in the use of the State Library's collections, resources and equipment.

"Copies" means facsimile reproductions of information from any medium into the same or different medium.

"General public" means persons other than the employees of the State of Illinois.

"ILLINET" means the Illinois Library and Information Network.

"Interlibrary loan" means a cooperative arrangement among libraries by which one library may borrow and lend material through established library channels using standard procedures.

"Officials and employees of State government" means all persons employed by the State of Illinois or elected or appointed to State office.

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

"Patron" means any person using the services of a library.

"Ready-Reference Service" means the provision of information that is readily available, brief in nature and/or easily verified.

"Research Service" means the provision of information that requires research and time to collect, verify and/or find.

(Source: Amended at 35 Ill. Reg. _____, effective _____)

Section 3010.40 Library ~~Stacks~~ Area

The ~~book stacks~~ area of the State Library is closed except to the following persons:

- a) State Library employees.
- b) Maintenance personnel.
- c) Patrons who have ~~registered for a stacks pass~~ pre-registered with a Library ~~Operations~~ Services manager or reference librarian. Registration is through completion of ~~The pre-registration shall be by means of a letter stating the patron's specific need for access to the stacks or by completing~~ a form for temporary access available at the circulation desk. (See Exhibit A.) Applications for privileges will be reviewed and authorized by a Library ~~Operations~~ Services manager or reference librarian. In granting ~~stacks~~ access privileges, consideration will include ~~the manager will consider~~ whether the collection will meet the needs of the patron. Patrons must be in good standing with the State Library to receive ~~stacks~~ privileges. No briefcases or other containers are allowed in the ~~book stacks areas~~ area. No food or drink is permitted in the ~~stacks~~ areas.
- d) All ~~stacks~~ access privileges shall have appropriate expiration dates assigned (maximum of three years). ~~The~~ Such privileges may be revoked at any time for violation of the State Library's rules or operating procedures.

(Source: Amended at 35 Ill. Reg. _____, effective _____)

Section 3010.60 Copies and Printouts

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

a) The State Library shall provide copies and printouts in answer to reference requests and interlibrary loan within the guidelines of the U.S. Copyright Law (17 USC 1 et seq.). The format and number of copies provided will depend upon the size and condition of the item to be copied. The format and number of copies also depend on staff availability and scheduling. Copies, including scanning, will be made only from materials in the library's collection.

b) State employees who are~~Regular borrowers~~, not engaged in work-related inquiries, and the general public shall be charged for copies and printouts at the following rates:

<u>Black and white photocopies and printouts</u>	\$.25 per square foot or fraction thereof. <u>No charge for Illinois libraries up to \$10.</u>
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<u>Color photocopies and printouts</u>	\$1.00 per square foot or fraction thereof. <u>No charge for Illinois libraries up to \$10.</u>
--	---

<u>Scanning</u> Color scanning to library-provided storage disc or other electronic storage device, aerial photos and other digital images <u>user-provided disc</u>	\$1.00 per square foot or fraction thereof <u>based on the size of the original area to be scanned. There will be a one-time \$10 set up fee per order if there is no pre-existing digital image of any of the items included in the order. No charge for Illinois libraries up to \$20 for the total order.</u>
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<u>Digital copy of digital aerial photo or other digital image</u>	<u>\$4 per image. No charge for Illinois libraries up to \$12.</u>
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(Source: Amended at 35 Ill. Reg. _____, effective _____)

SUBPART B: COLLECTION ACCESS SECTION (CIRCULATION)

Section 3010.110 Circulation of Materials

a) Direct borrowers

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

- 1) Regular borrower's card. Officials and employees of State government may borrow directly from the State Library's circulating system by means of a regular borrower's card. Eligible patrons must present their State identification badge/card in order to register for a regular borrower's card. When no identification is provided, State Library staff will verify the patron's State employment. The library card application is included as Exhibit D.
 - 2) Courtesy (general public or retired officials and employees of State government) borrower's card. Members of the general public or retired officials and employees of State government are eligible to borrow materials directly from the State Library's circulating collection. Patrons must present a valid Illinois public library card; valid current Illinois, non-resident library card; or proof of State of Illinois retirement status. Patrons must then complete the form (see Exhibit C) provided by State Library staff.
 - 3) Special borrower's card. Any individual needing to borrow materials directly from the State Library's circulating collections for work related purposes may apply for a special borrower's card. The Library Operations Services manager or designee will base her/his decision to grant a card on whether the collection can reasonably meet the research needs of the applicant.
 - 4) Consortial agreements. The State Librarian or his/her designee may enter into mutually beneficial consortial agreements with other libraries for the purpose of resource sharing. Patrons of a consortial library are eligible to borrow materials directly from the State Library's circulating collection. Borrowers must present a currently valid institutional identification card bearing their name and identification number.
- b) Indirect borrowers
The State Library's circulating collection is available to patrons of other libraries~~State residents~~ through the resource sharing provisions of ILLINET. This~~Such~~ borrowing shall be conducted by means of established interlibrary loan procedures.

(Source: Amended at 35 Ill. Reg. _____, effective _____)

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

Section 3010.120 Materials for Loan

All State Library materials are available for loan except those ~~which are~~ designated for in-library use only (such as archival copies of Illinois documents). A patron may borrow whatever number of books or materials are needed to answer his/her request.

(Source: Amended at 35 Ill. Reg. _____, effective _____)

Section 3010.130 Loan Periods

Circulating materials are loaned for a period ranging from overnight to four weeks. ~~Circulation periods for all materials are available upon request at the Illinois State Library Circulation desk.~~

(Source: Amended at 35 Ill. Reg. _____, effective _____)

Section 3010.140 Holds, ~~Recalls~~ and Renewals

Materials borrowed for four weeks may subsequently be renewed for a period of four weeks if the materials requested are not requested by another patron.

- a) ~~Holds may be placed on all materials in circulation.~~
- b) ~~Materials may be renewed for a period of four weeks if the materials requested are not on hold.~~

(Source: Amended at 35 Ill. Reg. _____, effective _____)

Section 3010.160 Replacement of Lost and/or Damaged Materials

- a) Direct and indirect borrowers who fail to return an item or damage an item beyond the point of usability will be billed for the current replacement cost of each item. The "replacement cost" is determined by the State Librarian or his/her designee and is equal to the cost to replace the item exactly in all physical aspects such as (but not limited to) edition, condition, preservation processes, binding type, paper quality, format, and author inscription.
- b) The borrower will be billed a processing fee in addition to the replacement cost. The processing fee shall be determined by the State Librarian or his/her designee

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

in accord with current statewide or national averages for library materials processing.

- c) Borrowers who are billed for a lost or damaged item may replace the item with a replica that is exact in every way within 30 days ~~after~~ of the invoice date. The replacement must be exact in all qualities such as, ~~(but not limited to,)~~ edition, condition, preservation processes, binding type, paper quality, format, and author inscription. Replacements must be approved by the State Librarian or his/her designee. Extensions to the 30-day period for replacement may be granted by the State Librarian or his/her designee. Replacements that are not exact will be accepted pending approval by the State Librarian or his/her designee. ~~The processing fee will be waived in the case of an accepted replacement.~~ Replacements will be submitted by the borrower directly to the State Librarian or his/her designee.
- d) Direct borrowers who fail to pay for items they have lost or damaged shall have State Library privileges suspended until payment is made or replacement is received.
- e) Payment for materials lost or damaged as a result of interlibrary loans through ILLINET is governed by the ILLINET Interlibrary Loan Code ~~(see Exhibit E). Copies of the Code are available from the Office of the Secretary of State, Illinois State Library, 4th floor, 300 S. Second Street, Springfield, IL 62701-1796. The material incorporated by reference includes no later amendments or editions.~~
- f) Payment for materials lost or damaged as a result of interlibrary loan to non-ILLINET libraries is governed by ~~"The Interlibrary Loan Code of the United States. Revised 2001" published by the American Library Association, 50 E. Huron, Chicago IL 60611. No later amendments to this document are incorporated in this Section~~ the most recent version of the National Interlibrary Loan Code.

(Source: Amended at 35 Ill. Reg. _____, effective _____)

SUBPART C: ~~REFERENCE~~PUBLIC SERVICES SECTION**Section 3010.210 Reference Service**

- a) Bibliographic instruction is available to any ~~on-site~~ patron.

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

- b) Ready-Reference Service is provided to all patrons.
- c) Research Service is provided to officials and employees of State government for work-related assignments.
- d) Officials and employees of State government conducting non-work related inquiries and members of the general public who are in need of in-depth reference services will be referred to their local public, academic, or institutional libraries. Individuals engaged in ~~thesesuch~~ inquiries may avail themselves of the resources of the State Library for independent study and may request ~~such~~ bibliographic instruction as may be necessary to utilize the State Library's resources and collections. State Library staff will provide guidance and suggestions on specific resources and libraries that may be of use to the patron.

(Source: Amended at 35 Ill. Reg. _____, effective _____)

SUBPART D: RESOURCE SHARING SECTION
(INTERLIBRARY LOAN)

Section 3010.310 Interlibrary Loan

- a) Borrowing
 - 1) Patrons holding a regular borrower's card are eligible for interlibrary loan service for work-related materials.
 - 2) Patrons are responsible for adhering to all conditions placed on the interlibrary loan by the lending library.
 - 3) Patrons are responsible for the safe return of interlibrary loan material to the State Library and are liable for fees associated with lost or damaged materials as determined by the lending library. Patrons who fail to pay for items they have lost or damaged shall have all State Library privileges suspended until payment is made.
- b) Lending
 - 1) Material from the State Library's circulating collection may be requested

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

by any public, special, academic or school library on behalf of the library's patrons. Individuals may receive these materials through a library from which they are eligible to borrow.

- 2) Loan of materials to ILLINET libraries are made in accordance with the provisions of the ILLINET Interlibrary Loan Code ([see Exhibit E](#)). ~~Copies of the Code are available from the Office of the Secretary of State, Illinois State Library, 4th floor, 300 S. Second Street, Springfield, IL 62701-1796. The material incorporated by reference includes no later amendments or editions.~~ Loans of materials to non-ILLINET libraries are made in accordance with the provisions of "The Interlibrary Loan Code of the United States" ~~most recent version of the National Interlibrary Loan Code (1994, American Library Association, 50 E. Huron St., Chicago, IL 60611).~~

(Source: Amended at 35 Ill. Reg. _____, effective _____)

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

Section 3010. EXHIBIT A ~~Stacks~~ **Temporary Stack** Pass Application

~~STACKS~~ **TEMPORARY STACK** PASS APPLICATION

NAME ~~ADDRESS~~ _____

~~ADDRESS~~ _____

~~DRIVER'S LICENSE # OR STATE ID #~~ _____

TELEPHONE _____

~~E-MAIL ADDRESS~~ _____

DATE _____

~~EMPLOYER (IF APPLICABLE)~~ _____

COLLECTION NEEDS/~~REASON FOR STACKS PASS~~ (describe):

~~Applicant Signature~~ _____

Approved by _____ Date _____

Name of Library ~~Operations Manager or Reference Librarian~~
~~Services Manager~~

Expiration Date _____ (~~maximum of three years~~)

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

ILLINOIS STATE LIBRARY

INTRODUCTION TO THE STACKS FOR PATRONS WITH STACK PRIVILEGES

1. Food or drink are not allowed in the stacksstack area at any time.
2. Sign in and out at the Circulation Desk and wear the stacksstack pass at all times. Return the pass to the desk when you sign out. Any patron not wearing the stacksstack pass will be asked to vacate the stacks immediately. Secretary of State Securitysecurity will be notified if the patron fails to comply with this request.
3. Report problems with the compact shelving to stacks staff, if available. If not, report to the Circulation Desk. Patrons are not to ratchet the shelving units.
4. If the alarm sounds, you must leave the building through the emergency exits you were shown during your orientation.
5. Stacks staff who are retrieving materials have priority use of the modules. You are encouraged to take materials to the back counter where you may sit and use them. Please do not stand in the aisles while using materials.
6. When you are finished with the materials, please place them on the counter next to the elevator. The stacks staff will re-shelvereshelf them for you.
7. Patrons are not allowed to use the Translogic booklift. It is for staff use only. If you wish to transport a large number of items to the Reference Room, etc., please contact the stacks staff or someone at the Circulation Desk to assist you.
8. The map storage rooms and Folio Room are not available to stacks pass users.

STACK PASSESTo Apply for Stack Pass:

1. Requester must send a letter on agency letterhead to: Library Services Division, c/o Illinois State Library, stating the reason for requesting a stack pass or complete the Temporary Stack Pass Application.

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

- ~~2.~~ Requester will be notified of approval and added to the list of persons with stack access.
- ~~9.3.~~ No one is allowed in the stacks without stacksstaek access approval – unless accompanied by a reference librarian.
- ~~10.4.~~ Persons wishing to accompany someone with stacksstaek access must also have stacksstaek access approval.
- ~~11.5.~~ Each person with stacksstaek access will be given a short orientation. Orientation includes review of written information in the sign-in book; information on running the compact shelving; location of emergencyfire exits, etc. ~~Copies of the written information in the sign-in book are given to patron for future reference.~~
- ~~12.6.~~ Library OperationsService Division managers, reference librarians and stacks staff are authorized to give orientation.
- ~~7.~~ ~~Library Service Division managers can authorize stack access, daily and/or permanent.~~

(Source: Amended at 35 Ill. Reg. _____, effective _____)

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

**Section 3010.EXHIBIT B Use of the Public Services Areas of the Illinois State Library:
General Policies and Guidelines**Use of the Public Services Areas of the Illinois State Library:
General Policies and Guidelines**Library Patrons' Responsibilities**

Patrons are expected to observe the rights of other patrons and staff members and to use the library for its intended purposes.

The following will not be allowed in the library:

- any behavior that endangers the safety or health of others
- harassment of library patrons or staff
- violation while in the library of any local, State, or federal law
- vandalism, theft, or deliberate destruction of library materials or property
- deliberate disruption of library procedures or violation of Secretary of State policies
- use of abusive language
- behavior or decorum that disturbs or could disturb other patrons
- beverages containing alcohol or in an uncovered container or smoking, eating or drinking except in designated areas
- any action, activity or condition that obviously causes a public health threat.

Patrons' belongings must be kept with them at all times.

Any patron (~~including any minor~~) who is behaving in an inappropriate manner will be ordered asked to leave the library.

A patron who repeatedly violates these policies and guidelines~~rules~~ may be permanently prohibited from entering the State Library and will be subject to the suspension of library

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

privileges by authority of library security and/or library management.

The police will be summoned in cases in which a patron poses a danger to himself/herself or others, deliberately violates the law, or refuses to leave the library after being orderedasked to do so.

Use of Computer Equipment

~~Except for State employees conducting State business, individual sessions are limited to one hour.~~

Public access workstations are available only for patrons doing library research and State employees conducting State business. Only one person per computer is allowed unless the staff makes an exception.

Library staff members areis solely responsible for the maintenance of computer equipment. Patrons may not tamper with equipment. ~~PrinterReport printer~~ supply needs, jams, and other problems shall be reported to the designated public servicereference desk staff.

The use of personal software is prohibited.

Printing:

- ~~= State employees, not engaged in work related inquiries, and the general public shall be given a maximum of 20 sheets for printing.~~
- Patrons may not supply their own paper.
- Patrons may only print on one side of a sheet of paper.

Downloading files:

- ~~- Files may be downloaded to floppy disks only (drive A).~~ Downloading to the hard drive (Ⓜ) is prohibited.
- ~~= Disks are available at the reference desk for State employees conducting work related research.~~
- USB portable storage devices~~Personal disks~~ must be virus-checked by library staff prior

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

to use and may only be used by researchers.

Electronic Networks: Guidelines for Use

The Illinois State Library requires that library patrons using electronic information networks such as the Internet do so within the guidelines of acceptable use. The following activities are unacceptable and may result in loss of library privileges:

- use of electronic information networks for any purpose that results in the harassment of other users or the promotion of violence
- violation of system security; destruction of, damage to, or unauthorized alteration of:
 - 1) the library's computer equipment software
 - 2) network security procedures
- use of electronic information networks in any way that violates federal or State law
- use of electronic information networks in any way that violates licensing and payment agreements between the Illinois State Library and network/database providers
- unauthorized duplication of copy protected software or violation of software license agreements
- behaving in a manner that is disruptive to other users, including, but not limited to, overuse of computer equipment that serves to deny access to other users
- sendingsending, receiving, or displaying text or graphics that may be reasonably construed as obscene.

WIFI

The Illinois State Library provides wireless connectivity in the facility as a public service and offers no guarantees or representations that any use of the wireless connection is in any way secure, or that any privacy can be protected when using this wireless connection. Use of this wireless connection is entirely at the risk of the user, and the Library is not responsible for any loss of information that may arise from the use of the wireless connection, nor is the Library responsible for any loss, injury, or damage resulting from the use of the wireless connection.

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

The Illinois State Library also assumes no responsibility for damage, theft, or loss of any kind to the user's equipment, software, data files or other personal property brought into and used at the Library's facilities.

About Children and the State Library

Internet access at the Illinois State Library is unfiltered, although social networking sites may be blocked on some public workstations. The Illinois State Library supports the right of all library users to have access to information and will not deny access to electronic information networks based solely on age. However, library staff members are unable to monitor children's use. The Additionally, the Illinois State Library cannot act as a censor or substitute parent.

Children ages 17 and over may use the library without adult supervision.

Children ages 12-16 must either:

- be accompanied and supervised at all times by an adult OR
- file with the Illinois State Library a completed copy of the "Permission for Library Use" form.

Children ages 11 and under are not permitted to use the resources of the Illinois State Library without adult supervision.

Teachers, docents, or guardians of tour groups of children are responsible for their groups' actions, including Internet use. Internet use is available if the child is using the library for library research.

The Illinois State Library recognizes that electronic information networks such as the Internet may contain material that is inappropriate for children. Parents are expected to monitor and supervise their children's use of the Internet. Parents are encouraged to discuss with their children issues of appropriate use and electronic information network safety. It is the parents'/guardians' responsibility to ensure that their children's use of the Internet is appropriate and safe. The Illinois State Library recommends the website <http://www.netsmartz411.org/pamphlet> "Child Safety on the Information Highway" from the National Center for Missing and Exploited Children (<http://www.nemec.org>). Copies are available at the reference desk.

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

AGENCY NOTE: Use of the Public Services Areas of the Illinois State Library: General Policies and Guidelines has been developed in accordance with the following Sections of the Illinois Compiled Statutes, the United States Code, and the Illinois Administrative Code:

15 ILCS 320/2 (State Librarian)

720 ILCS 5/11-20.1(b)(~~12~~) (Child pornography/affirmative defense)

720 ILCS 5/16B-2 (Library theft)

720 ILCS 5/16B-2.1 (Criminal mutilation or vandalism of library materials)

720 ILCS 5/Art. 16D (Computer Crime)

720 ILCS 5/26-1(a)(1) (Disorderly conduct)

17 USC 106 (Exclusive rights in copyrighted works)

17 USC 117 (Limitations on exclusive rights: computer programs)

~~23 IAC 3010.170 (Theft of materials)~~

(Source: Amended at 35 Ill. Reg. _____, effective _____)

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

Section 3010.EXHIBIT C Illinois State Library Card Application Form: Courtesy Card

ILLINOIS STATE LIBRARY
CIRCULATION
300 S. SECOND ST.
SPRINGFIELD IL 62701-1796

ILLINOIS STATE LIBRARY CARD APPLICATION FORM – COURTESY CARD

DATE _____ NAME _____
(last) (first) (m.i.)

HOME INFORMATION

STREET

CITY

ZIP

PHONE

WORK INFORMATION

BUSINESS

STREET

CITY

ZIP

PHONE

E-MAIL

PUBLIC LIBRARY CARD INFORMATION

LIBRARY

CARD #

EXPIRATION

STAFF USE ONLY

Library Card Expiration Date:

I HEREBY PROMISE TO ASSUME FULL RESPONSIBILITY FOR ANY LIBRARY MATERIALS BORROWED ON THIS CARD. I WILL RETURN THE MATERIALS ON OR BEFORE THE DATE DUE, PAY RETURN POSTAGE OR EXPRESS, AND PAY FOR ANY LOSSES OR DAMAGES. ALL PATRON RECORDS ARE KEPT STRICTLY CONFIDENTIAL.

SIGNATURE _____

SIGNATURE OF RESPONSIBLE PARTY FOR CHILDREN UNDER 13: _____

STAFF USE ONLY

Barcode

Staff Initials

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

This application is subject to review by the Illinois State Library Circulation Staff. Applicant will be contacted for further information if necessary.

(Source: Amended at 35 Ill. Reg. _____, effective _____)

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

Section 3010.EXHIBIT D Illinois State Library Card Application Form: Regular Card

<p>ILLINOIS STATE LIBRARY CIRCULATION 300 S. SECOND ST. SPRINGFIELD IL 62701-1796</p> <p>ILLINOIS STATE LIBRARY CARD APPLICATION FORM – REGULAR CARD</p>			
DATE _____		NAME _____	
		(last)	(first)
		(m.i.)	
AGENCY INFORMATION		HOME ADDRESS INFORMATION	
AGENCY _____		STREET _____	
DIV. _____		CITY _____	
ROOM # _____		STATE _____	
STREET _____		ZIP _____	
CITY _____		PHONE _____	
ZIP _____		PLEASE CHECK TYPE OF EMPLOYMENT:	
PHONE _____		<input type="checkbox"/> Full time	
FAX _____		<input type="checkbox"/> Contractual Ending Date _____	
EMAIL _____		<input type="checkbox"/> Temporary Ending Date _____	
STAFF USE ONLY: GOVERNMENT AFFILIATION		<input type="checkbox"/> Intermittent Ending Date _____	
1. <input type="checkbox"/> GS		<input type="checkbox"/> Other Ending Date _____	
2. <input type="checkbox"/> GV		STAFF USE ONLY	
3. <input type="checkbox"/> LS		Library Card Expiration Date: _____	
<p>I HEREBY PROMISE TO ASSUME FULL RESPONSIBILITY FOR ANY LIBRARY MATERIALS BORROWED ON THIS CARD. I WILL RETURN THE MATERIALS ON OR BEFORE THE DATE DUE, PAY RETURN POSTAGE OR EXPRESS, AND PAY FOR ANY LOSSES OR DAMAGES. ALL PATRON RECORDS ARE KEPT STRICTLY CONFIDENTIAL.</p>			
SIGNATURE _____		<input type="checkbox"/> Check this box in lieu of signature to submit application electronically	
STAFF USE ONLY			
Barcode		Staff Initials	

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

This application is subject to review by the Illinois State Library Circulation Staff. Applicant will be contacted for further information if necessary.

(Source: Amended at 35 Ill. Reg. _____, effective _____)

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

Section 3010.EXHIBIT E ILLINET Interlibrary Loan Code**PREFACE TO THE ILLINET INTERLIBRARY LOAN CODE**

As partners in the Illinois Library and Information Network (ILLINET), more than 5,000 multi-type (academic, public, school and special) member libraries contribute to the ongoing enrichment of the State's library resources. Dating from 1975, ILLINET relies on resource sharing to fill the information, recreation and research needs of library users. Individual libraries challenged to meet the requests of their users can do so through statewide cooperative collection management agreements and with a high level of local commitment to interlibrary loan (ILL).

The leadership and collegiality of the Illinois State Library, the 10 regional library systems and the member libraries ensure the future of resource sharing in Illinois. Through automation and document delivery, the Illinois library community is assured of continued, even increased, access to information throughout the 21st Century.

Note: The first Illinois Interlibrary Loan Code was written in 1971. It was revised in 1988, 1993, and 2000. The current revision was completed in 2008.

ILLINET INTERLIBRARY LOAN CODE

This code, approved by the Illinois State Library Advisory Committee, endorsed by the Illinois Library Systems, adopted by the Illinois State Library, and effective March 12, 2008, governs interlibrary lending policy within ILLINET. Based on the most current American Library Association National Interlibrary Loan Code, this code promotes efficient resource sharing among ILLINET libraries.

I. DEFINITION

Interlibrary loan is the process by which a library requests material from, or supplies material to, another library. The purpose of interlibrary loan is to obtain, upon request of a library user, material not available in the user's local library. The terms "requesting library" and "supplying library" are used in preference to "borrowing" and "lending" to cover the exchange of copies as well as loans. Circulation of materials between a central library and its branches is not considered interlibrary loan. Reciprocal borrowing is not within the scope of this document.

II. SCOPE

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

1. The prerogative of each ILLINET library is to enter into mutually beneficial cooperative agreements in order to meet the needs of its primary clientele. These agreements are outside the scope of this code. In the absence of pre-arranged agreements between and among specific libraries, this code governs interlibrary loan among ILLINET libraries.
2. Any type of library material needed by an individual for any purpose, including but not limited to study, instruction, information, recreation, or research, may be requested from another library.
3. Any materials, regardless of format, may be requested from another library. The supplying library determines whether the material can be provided.

III. ETHICS AND RESPONSIBILITIES OF ILLINET LIBRARIES

1. Each library will develop collections in response to local needs. Interlibrary loan is an adjunct to, not a substitute for, collection development in individual libraries.
2. To expedite State and nationwide resource sharing initiatives, every ILLINET library should strive to enter and maintain its collection and holdings in a regional, statewide, and/or national electronic database.
3. Each library will offer and promote the availability of interlibrary loan service to its users.
4. Personnel responsible for interlibrary loan in each library must be familiar with relevant interlibrary loan documents and aids, including interlibrary loan codes and procedures, bibliographic tools, and services.
5. Libraries will comply with current copyright law (17 USC) governing both print and digital resources.
6. Interlibrary loan is a mutual relationship and libraries are strongly encouraged to supply materials as freely as they request materials.
7. Each library will ensure the confidentiality of the user.
8. Each library will be responsible for maintaining a current online lending policy for interlibrary loan. The policy should include any schedule of fees/charges, restrictions, preferred methods of delivery and special instructions.

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

9. Each library will **make** its borrowing policy available for its users.
10. Each library will clearly identify its materials with a current ownership mark.
11. Each library will collect and annually submit its interlibrary loan statistics to the Illinois State Library.
12. Each library will annually review and update its Every Library in ILLINET (ELI) record.

IV. RIGHTS & RESPONSIBILITIES OF REQUESTING LIBRARY

1. The requesting library is responsible for compliance with **copyright law** (17 USC) and its accompanying guidelines, and will inform its users of the applicable portions of the law. An indication of copyright compliance shall be provided with all requests for photocopies.
2. The requesting library is responsible for identifying libraries that own the requested material. The requesting library is responsible for checking the policies of potential suppliers for restrictions, special instructions and information on fees prior to sending a request.
3. The requesting library should avoid sending the majority of its requests to a few libraries. However, each library has the right to determine the best source for the requested material.
4. Requested items will be cited completely and accurately. The requesting library should transmit all interlibrary loan requests in standard bibliographic format in accordance with the protocols of the electronic network or transmission system used. In the absence of an electronically generated form, the elements of the American Library Association Interlibrary Loan Request Form should be used.
5. When items cannot be verified and/or located, "cannot verify" or "cannot locate" will be indicated on the request. The source of reference should also be indicated on the request.
6. The requesting library must honor the supplying library's conditions of loan, including observation of dates and duration of loans, recall notices, fees (if applicable), **and in-library use only** and other special handling provisions. The requesting library will convey these conditions to library users.
7. The requesting library will package material to prevent damage in shipping. The requesting library must comply with packaging instructions as required by the supplying library.

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

8. The requesting library is responsible for borrowed materials from the time they leave the supplying library until they have been received back at the supplying library. If damage or loss occurs, the requesting library is responsible for compensation or replacement, in accordance with the preference of the supplying library.
9. The requesting library is responsible for all authorized fees imposed by the supplying library. The requesting library is responsible for timely processing of payments related to the interlibrary loan transaction.
10. Some libraries permit users to initiate online interlibrary loan requests that are sent directly to potential supplying libraries. The user's home library assumes full responsibility for these user-initiated transactions.
11. Libraries that initiate interlibrary transactions for reciprocal borrowers assume responsibility for that transaction.

V. RIGHTS & RESPONSIBILITIES OF SUPPLYING LIBRARY

1. Libraries are strongly encouraged to implement generous interlibrary loan lending policies with due consideration for the needs of [their](#) primary clientele.
2. The supplying library will search, locate, send, reply to, refer or cancel all ILL requests within a maximum of three working days [after](#) receipt.
3. The supplying library may return a request unfilled when bibliographic data and location are incomplete.
4. The supplying library will send a copy of the request or sufficient information to identify the request, along with any materials provided.
5. The supplying library will notify the requesting library of dates and duration of loans for the materials, renewal policies, [in-library use only](#), and special handling and other packaging instructions.
6. The supplying library has the right to recall its material at any time.
7. The supplying library will send any bills within one year [after](#) the due date of the item.

VI. RUSH AND URGENT REQUESTS

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

1. "Rush" service requests are those in which the requesting library designates the request to be Rush and requires the item to be processed and sent within 24-hours/one working day.
2. "Urgent" service requests are those in which the requesting library designates the request to be Urgent and requires the item to be processed and received in less than 24 hours.
3. Requesting libraries that need Rush or Urgent service requests will contact the supplying library directly to negotiate conditions and fees.
4. An ILLINET library may, by policy or on a case-by-case basis, choose not to offer Rush or Urgent service.

VII. FEES

1. ILLINET libraries may not assess fees for the loan of returnables to other ILLINET libraries, except as noted under the provision for Rush or Urgent service requests in Section VI.
2. ILLINET libraries are encouraged to absorb the cost of providing photocopies; however, some ILLINET libraries may be required to assess fees for photocopies.
3. If a library chooses not to use Intra-System Delivery or Illinois Library Delivery Service (ILDS), the library must negotiate special shipping conditions with the requesting/supplying library prior to shipment of the item.
4. Libraries that assess service fees for Rush or Urgent delivery will make their policies available on request.
5. Libraries will not assess overdue fines to other libraries.

VIII. VIOLATION OF THE CODE

1. Should a violation occur, the following procedures should be followed:
 - a. The requesting/supplying library is responsible for informing the requesting/supplying library of any failure to observe the provisions of this code.
 - b. A library may suspend service to any library that disregards its policies. This action requires written notification to the suspended library specifying the terms and duration

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

- of the suspension. A copy of all documentation should be sent to the regional library systems.
- c. The requesting/supplying library is also responsible for reviewing ongoing circumstances and for reinstatement of borrowing privileges. These should be done on a timely basis. The requesting/supplying library should provide written notification of this action to the suspended library and the regional library systems.
2. Should violations continue, the following procedures should be followed:
- a. Same regional library system – Should a library continue to commit requesting/supplying violations, the other library or libraries may request the regional library system serve as negotiator. The request must be written and a copy should go to the library allegedly committing the violations and to the regional library system.
- b. Two regional library systems – Should the libraries be in two different regional library systems, those systems should work together as negotiators to resolve the problem. The requesting/supplying library should write a request for negotiation with copies sent to the library allegedly committing the violations and to both regional library systems.
3. Continued disregard of the provisions of this code, despite negotiation efforts, will be sufficient reason for suspension of borrowing privileges within ILLINET and may result in the suspension of all ILLINET privileges.
4. The following steps are necessary in order to suspend a library's ILLINET privileges:
- a. The initiating library should provide a written complaint of the continued code violations. The complaint should be directed to the regional library system for documentation of notification (see VIII.1) and negotiation (see VIII.2) efforts.
- b. If a second regional library system has been involved in the negotiations, the complaint should be directed to it for documentation of negotiation (see VIII.2).
- c. The regional library systems should document the effectiveness of any negotiations. They will also make a recommendation supporting or disputing the initiating library's request for suspension of ILLINET privileges.
5. The complete report should be sent by the initiating library's regional library system to all parties involved, as well as to the Illinois State Library. The Illinois State Library, in

SECRETARY OF STATE

NOTICE OF PROPOSED AMENDMENTS

consultation with the regional library systems, will act on the recommendations in the complaint and decide on the appropriate action in accordance with the Illinois Administrative Code (23 Ill. Adm. Code 3030.122 and 3030.115).

(Source: Added at 35 Ill. Reg. _____, effective _____)

DEPARTMENT OF TRANSPORTATION

NOTICE OF PROPOSED AMENDMENT

- 1) Heading of the Part: Prequalification of Contractors, Authorization to Bid, and Subcontractor Registration
- 2) Code Citation: 44 Ill. Adm. Code 650
- 3)

<u>Section Number:</u> 650.170	<u>Proposed Action:</u> Amend
-----------------------------------	----------------------------------
- 4) Statutory Authority: Implementing Section 4-103 of the Illinois Highway Code [605 ILCS 5/4-103] and Section 2705-595 of the Civil Administrative Code of Illinois [20 ILCS 2705/2705-595] and authorized by Section 4-201.1 of the Illinois Highway Code [605 ILCS 5/4-201.1]
- 5) A complete description of the subjects and issues involved: In an effort to increase competition and bidding opportunities for small contractors and women and minority contractors on the 11/18/11 IDOT construction letting, the Department filed an emergency amendment to this Part. This proposed amendment is identical to the emergency amendment and will replace the emergency amendment at the expiration of the 150-day emergency period. In order to fully comply with the mandates of PA 96-795, resulting in 20 ILCS 2705/2705-595 of the Civil Administrative Code of Illinois (Department of Transportation Law), the Department established a Prequalification Barriers Committee (Committee), chaired by the Department's Chief of Staff, to review this Part to identify barriers to minority and women-owned firms in becoming prequalified to bid or make proposals on Department contracts. After five meetings with members from the Department, Federal Highway Administration, industry, and several small business concerns, including certified Disadvantaged Business Enterprises (DBEs), the Committee made a recommendation for a change to this Part that was included in its final report to the Secretary of Transportation and is publicly available on the Department's website at <http://www.dot.il.gov/reform8.htm>. The change, i.e., raising the unaudited financial status from \$500,000 to \$750,000 under Section 650.170(c)(1)(A), must be made expeditiously before the major lettings scheduled for 11/18/11 and 1/12 to allow more firms to compete by providing small firms with an increased bidding capacity. Additionally, the change allows more opportunities for small firms, specifically some minority- and women-owned firms that will be precluded from participating in the 11/18 letting if not for the change, by streamlining part of the prequalification process for those firms impacted by the new threshold. An unaudited status releases the applicant from the requirement of providing a financial statement that must be prepared by a Certified Public Accountant. Thus, the financial statement for an unaudited status may be

DEPARTMENT OF TRANSPORTATION

NOTICE OF PROPOSED AMENDMENT

prepared by the applicant and may, potentially, provide a shortened application process. Under the new threshold, more small firms will be able to

become prequalified in a shorter amount of time which will increase competition for state construction projects. DOT determined that this change had to be made expeditiously in the best interest and welfare of the State, in response to the appeal of the General Assembly, and to reduce barriers to small firms interested in bidding on Department construction projects; therefore, an emergency amendment to this Part was filed and has been published in this same issue of the *Illinois Register*. This proposed amendment will replace the emergency amendment at the expiration of the 150-day emergency period.

- 6) Published studies or reports, and sources of underlying data, used to compose this rulemaking: None
- 7) Will this rulemaking replace any emergency rulemaking currently in effect? Yes, upon adoption of this proposed rulemaking, the change to Section 650.170(c)(1)(A) will replace the emergency amendment (found elsewhere in this issue of the *Illinois Register*) after the expiration of the 150-day emergency period.
- 8) Does this rulemaking contain an automatic repeal date? No
- 9) Does this rulemaking contain incorporations by reference? No
- 10) Are there any other amendments pending on this Part? No
- 11) Statement of Statewide Policy Objective: This rulemaking will not affect units of local government or not-for-profit corporations.
- 12) Time, Place and Manner in which interested persons may comment on this proposed rulemaking:

Any interested party may submit written comments or arguments concerning this proposed amendment. Written submissions shall be filed with:

Mr. Michael Copp, Prequalification Engineer
Illinois Department of Transportation
Bureau of Construction
2300 S. Dirksen Parkway, Room 322

DEPARTMENT OF TRANSPORTATION

NOTICE OF PROPOSED AMENDMENT

Springfield, Illinois 62764

217/782-3413

JCAR requests, comments and concerns regarding this rulemaking should be addressed to:

Ms. Christine Caronna-Beard, Rules Manager
Illinois Department of Transportation
Office of Chief Counsel
2300 South Dirksen Parkway, Room 317
Springfield, Illinois 62764
217/524-3838

Comments received within 45 days after the date of publication of this *Illinois Register* will be considered. Comments received after that time will be considered, time permitting.

- 13) Initial Regulatory Flexibility Analysis:
 - A) Types of small businesses affected: This rulemaking could potentially increase bidding capacities for small businesses in the construction industry by streamlining the prequalification process for such firms.
 - B) Reporting, bookkeeping or other procedures required for compliance: No new reporting requirements are necessary for compliance with this rulemaking.
 - C) Types of professional skills necessary for compliance: None
- 14) Regulatory agenda on which this rulemaking was summarized: This rulemaking was not included in the Department's last two Regulatory Agendas because the Department could not anticipate the timing of the need for the amendment.
- 15) Does this rulemaking require the preview of the Procurement Policy Board as specified in Section 5-25 of the Illinois Procurement Code [30 ILCS 50/5-25]? Yes

The full text of the Proposed Amendments are identical to that of the Emergency Amendment for this Part, and begins in this issue of the Illinois Register on page 15485.

DEPARTMENT OF TRANSPORTATION

NOTICE OF ADOPTED AMENDMENTS

- 1) Heading of the Part: Illinois Cycle Rider Safety Training Program
- 2) Code Citation: 92 Ill. Adm. Code 455
- 3)

<u>Section Numbers:</u>	<u>Adopted Action:</u>
455.10	Amend
455.30	Amend
455.40	Amend
455.50	Amend
455.70	Amend
455.80	Amend
455.APPENDIX A	Amend
- 4) Statutory Authority: Implementing and authorized by Sections 1 through 7 of the Cycle Rider Safety Training Act [625 ILCS 35]
- 5) Effective Date of Amendments: September 7, 2011
- 6) Does this rulemaking contain an automatic repeal date? No
- 7) Does this rulemaking contain incorporations by reference? Yes
- 8) A copy of the adopted amendments, including any material incorporated by reference, is on file in the agency's Division of Traffic Safety and Office of Chief Counsel and is available for public inspection.
- 9) Notice of Proposal Published in Illinois Register: May 27; 2011; 35 Ill. Reg. 8151
- 10) Has JCAR issued a Statement of Objection to this rulemaking? No
- 11) Differences between proposal and final version: None
- 12) Have all the changes agreed upon by the agency and JCAR been made as indicated in the agreements issued by JCAR? No substantive changes/agreements were necessary.
- 13) Will this rulemaking replace any emergency rulemaking currently in effect? No
- 14) Are there any amendments pending on this Part? No

DEPARTMENT OF TRANSPORTATION

NOTICE OF ADOPTED AMENDMENTS

- 15) Summary and Purpose of the Amendments: By this rulemaking, the Department has amended this Part to update the Division's Illinois Cycle Rider Safety Training Program (Program).

In Section 455.10, Purpose and Authority, the Department replaced "motorized pedalcycle" with "moped" for consistency with the new statutory definition of "moped" in Section 455.30, Definitions.

In Section 455.30, Definitions, the Department updated statutory language, added a new statutory definition of "moped" and deleted language in the definition of "range aide" that inadvertently required a range aide to complete an instructor program.

In Section 455.40, Incorporations by Reference, the Department updated the edition dates of documents incorporated by reference. The Department also updated the Division's mailing address and corrected website information for access to this Part on the Internet.

In Section 455.50, Program Requirements, the Department:

Corrected the Program's website information for easier access to the designated Regions and County assignments map on the Internet.

Added an option for the Department to divide larger counties between two Regional Centers in order to accommodate all of the students who may enroll in the Program at one location.

Is requiring the Assistant Coordinator (if the Regional Center chooses to employ an Assistant Coordinator) to have the same training, responsibilities and qualifications as the Program Coordinator. The Program Coordinator or Assistant Coordinator will not be compensated for teaching annual minimum requirement courses.

Is requiring beginner course instructors to have a safe riding and driving record. For purposes of this Program, criteria have been established that constitute a safe riding and driving record.

Updated the address of the Department's Division of Traffic Safety and changed the insurance deductible for minimum liability coverage from \$100 to \$500 per crash. The increase in the deductible brings this Part up to current industry practice.

DEPARTMENT OF TRANSPORTATION

NOTICE OF ADOPTED AMENDMENTS

Clarified that actual cash value for comprehensive and collision coverage must be based on the actual cash value as determined annually by using the most current edition of the Kelley or National Automobile Dealers Association (NADA) blue book values.

In Section 455.70, Cycle Rider Safety Training Courses, the Department:

Made a non-substantive change at Section 455.70(e)(12)(A) for consistency with substantive changes being made at Section 455.70(h).

Lowered the minimum number of registered students (from eight to six) required to conduct a beginner or an advanced course.

Amended criteria necessary to pass a course to require that the student attend all sessions and achieve a passing score on the riding and written evaluations. This amendment was made for consistency with current practices followed by the Secretary of State's (SOS) office when a driver applies for a motorcycle endorsement on his or her Illinois driver's license. The SOS waives the motorcycle skills and written tests at an SOS Driver's Facility when the driver presents a valid Student Completion Card issued under the Program by a Regional Center. This change reflects the same pass/fail criteria used at an SOS facility if a driver does not present a valid Student Completion Card. Additionally, the Department amended criteria indicating a failed or dropped course to simplify the process. The instructor is no longer required to calculate the percentage of class time the student attended.

Amended student completion card (the card) procedures to require the Regional Center staff to be responsible for mailing the card to the student from the Regional Center office. Added a reference to the reflectorized helmet decal and experienced rider course pin (when either one is available).

Amended replacement card procedures to prescribe that a replacement card will only be issued to the student by a Regional Center for one year from the course completion date. Added an option for student to request a letter or certificate confirming course completion when that student's completion date exceeds one year but no more than three years.

In Section 455.80, Reimbursement Process, the Department:

DEPARTMENT OF TRANSPORTATION

NOTICE OF ADOPTED AMENDMENTS

Amended language regarding reimbursement of actual costs for monthly expenditures. Regional Centers must submit a final claim within 135 days after the expiration of the annual contract that documents costs that were unresolved or pending in 2011.

Added language to require Regional Centers to submit final claims within 90 days after the expiration of the annual contract for costs that were unresolved or pending in 2012 or later.

In Section 455. Appendix A, Regional Centers and Counties, the Department updated the websites for the Regional Centers in Normal, Champaign and Carbondale.

- 16) Information and questions regarding these adopted amendments shall be directed to:

Ms. Catherine Allen
Illinois Department of Transportation
Division of Traffic Safety
P.O. Box 19212
Springfield, Illinois 62794-9212

217/785-3031

The full text of the Adopted Amendments begins on the next page:

DEPARTMENT OF TRANSPORTATION

NOTICE OF ADOPTED AMENDMENTS

TITLE 92: TRANSPORTATION
CHAPTER I: DEPARTMENT OF TRANSPORTATION
SUBCHAPTER e: TRAFFIC SAFETY (EXCEPT HAZARDOUS MATERIALS)

PART 455
ILLINOIS CYCLE RIDER SAFETY TRAINING PROGRAM

Section

455.10	Purpose and Authority
455.20	Applicability
455.30	Definitions
455.40	Incorporations by Reference
455.50	Program Requirements
455.60	Contracts
455.70	Cycle Rider Safety Training Courses
455.80	Reimbursement Process
455.APPENDIX A	Regional Centers and Counties

AUTHORITY: Implementing and authorized by Sections 1 through 7 of the Cycle Rider Safety Training Act [625 ILCS 35].

SOURCE: Old Part repealed at 33 Ill. Reg. 1812, and new Part adopted at 33 Ill. Reg. 1785, effective January 16, 2009; amended at 35 Ill. Reg. 15457, effective September 7, 2011.

Section 455.10 Purpose and Authority

The purpose of this Part is to prescribe the requirements for administering the Illinois Cycle Rider Safety Training Program that promotes safety for persons and property connected with the use and operation of motorcycles, motor driven cycles and ~~mopeds~~~~motorized pedaleyeles~~ as authorized by the Cycle Rider Safety Training Act [625 ILCS 35]. The Illinois Department of Transportation has the power, duty and authority to administer the Act. (See Section 3 of the Act.)

(Source: Amended at 35 Ill. Reg. 15457, effective September 7, 2011)

Section 455.30 Definitions

"Act" means the Cycle Rider Safety Training Act [625 ILCS 35].

DEPARTMENT OF TRANSPORTATION

NOTICE OF ADOPTED AMENDMENTS

"Advanced Course" means a course designed to develop advanced braking and steering skills while the student is astride his/her own cycle. Classroom materials cover cycle handling dynamics and traction management.

"Beginner Course" means a training course that includes both classroom and on-cycle instruction. The course is designed to reduce the likelihood and severity of cycle crash involvement by teaching essential street riding skills and developing riding strategies.

"Assistant Coordinator" means the person who assists the Program Coordinator with day-to-day operations of the Program.

"Chief Instructor" means the person who is qualified under this Part to train and certify Program instructors. (See Section 455.50(a)(4) for qualifications.)

"Code" means the Illinois Vehicle Code [625 ILCS 5].

"Contract" means an annual written agreement between the Illinois Department of Transportation, Division of Traffic Safety, and each Regional Center. The contract year begins December 1 and ends the following November 30. A contract will specify the requirements of the Program and the amount of money provided from the Cycle Rider Safety Training Fund to implement the Program as provided in Section 6 of the Act.

"Cycle" means a motorcycle, motor driven cycle or ~~moped~~~~motorized~~~~pedalecycle~~ as defined in the Illinois Vehicle Code. (Section 2.01 of the Act)

"Cycle Rider" means every person who rides and is in actual physical control of a cycle. (Section 2.02 of the Act)

"Cycle Rider Safety Training Courses" or "Courses" means beginner and advanced courses of instruction in the use and operation of cycles, including instruction in the safe on-road operation of cycles, the rules of the road and the laws of Illinois relating to motor vehicles. These courses must meet the minimum requirements of the Act and this Part and must be approved by the Department as meeting those requirements. (See Section 2.03 of the Act.)

"Department" means the Illinois Department of Transportation. (Section 2.04 of the Act)

DEPARTMENT OF TRANSPORTATION

NOTICE OF ADOPTED AMENDMENTS

"Division" means the Illinois Department of Transportation, Division of Traffic Safety.

"Driver's License" means any license or permit to operate a motor vehicle under the laws of Illinois. (Section 2.05 of the Act)

"Instructor" means the person or persons qualified under this Part to teach both on-cycle and classroom sessions of the Program. Instructors must successfully complete an Instructor Training Course prior to performing the duties of an instructor.

"Instructor Update Seminar" means an annual seminar conducted at a Regional Center that Program instructors must attend annually to update and review curriculum and other issues related to the Program.

"Moped" means a motor-driven cycle, with or without optional power derived from manually operated pedals, whose speed attainable in one mile is at least 20 mph but not greater than 30 mph, and is equipped with a motor that produces 2 brake horsepower or less. If an internal combustion engine is used, the displacement shall not exceed 50 cubic centimeter displacement and the power drive system shall not require the operator to shift gears. (Section 1-148.2 of the Code)

"Motor Driven Cycle" means every motorcycle and every motor scooter with less than 150 cubic centimeter piston displacement, including motorized pedalcycles. (Section 1-145.001 of the Code)

"Motorcycle" means every motor vehicle having a seat or saddle for the use of the rider and designed to travel on not more than 3 wheels in contact with the ground, but excluding a tractor. (Section 1-147 of the Code)

"Program" means the Illinois Cycle Rider Safety Training Program.

"Program Coordinator" means the person employed at a Regional Center who is responsible for the day-to-day management of the Program within a Region. The Program Coordinator must meet the Division's Chief Instructor criteria within 18 months after becoming a Program Coordinator.

DEPARTMENT OF TRANSPORTATION

NOTICE OF ADOPTED AMENDMENTS

"Program Director" means the person employed by the State college or community college, the State university or the community agency designated by the Department to have the overall responsibility for management of the Program within a Region.

"Range" means the paved area that is used to conduct the "on-cycle" portion of the training course.

"Range Aide" means the person employed at a Regional Center who is responsible for preparing the range, cycles and other equipment for on-cycle instruction and for maintaining cycles in a safe operating condition. Range Aides must successfully complete a beginner course ~~instructor program~~ under Section 455.50 prior to employment.

"Region" means the geographic area made up of a group of counties that constitutes an area served by each Regional Cycle Rider Safety Training Center.

"Regional Cycle Rider Safety Training Center" or "Regional Center" means any State college or community college, a State university or a community agency selected by the Division to administer the Program within a defined Region.

"Training Site" means the physical location of the training range or ranges, the classroom or classrooms and the storage facility. Each Region may have more than one training site. A training site may have more than one training range and/or classroom. All training sites shall be selected by the Program Coordinator and approved by the Division prior to use. (See Section 455.50(b) for criteria used to approve training site.)

"USDOT" means the United States Department of Transportation.

(Source: Amended at 35 Ill. Reg. 15457, effective September 7, 2011)

Section 455.40 Incorporations by Reference

- a) The Department incorporates by reference the Motorcycle Safety Foundation's RiderCoach Guide, as it was in effect as of ~~February 2009~~~~April 2008~~, as the curriculum for the beginner courses. No later amendments to or editions of the Motorcycle Safety Foundation's RiderCoach Guide are incorporated. Copies of the appropriate material are available from the Division of Traffic Safety, 1340

DEPARTMENT OF TRANSPORTATION

NOTICE OF ADOPTED AMENDMENTS

~~North 9th Street~~~~3215 Executive Park Drive, 3rd Floor~~, Springfield, Illinois
~~6270262703~~ or by calling ~~217/785-1181(217)785-1181~~.

- b) The Department incorporates by reference the Motorcycle Safety Foundation's Experienced Rider Course Suite, as it was in effect as of May ~~20102003~~, as the curriculum for the advanced courses. No later amendments to or editions of the Motorcycle Safety Foundation's Experienced Rider Course Suite are incorporated. Copies of the appropriate material are available from the Division of Traffic Safety, ~~1340 North 9th Street~~~~3215 Executive Park Drive, 3rd Floor~~, Springfield, Illinois ~~6270262703~~ or by calling ~~217/785-1181(217)785-1181~~.
- c) The Department incorporates by reference the Motorcycle Safety Foundation's RiderCoach Trainer Guide as it was in effect as of ~~May~~~~March~~ 2008, as the curriculum for the Chief Instructor courses. No later amendments to or editions of the Motorcycle Safety Foundation's RiderCoach Trainer Guide are incorporated. Copies of the appropriate material are available from the Division of Traffic Safety, ~~1340 North 9th Street~~~~3215 Executive Park Drive, 3rd Floor~~, Springfield, Illinois ~~6270262703~~ or by calling ~~217/785-1181(217)785-1181~~.
- d) Every helmet used in the Program must conform to the applicable provisions of 49 CFR 571.218 (Motorcycle helmets) of the Federal Motor Vehicle Safety Standard (FMVSS). Those applicable provisions of the FMVSS are incorporated by reference as that part of the FMVSS was in effect on October 1, ~~20102007~~. No later amendments to or editions of 49 CFR 571.218 are incorporated.
- e) Copies of the above materials incorporated by reference are available for inspection at the Division of Traffic Safety, ~~1340 North 9th Street~~~~3215 Executive Park Drive, 3rd Floor~~, Springfield, Illinois ~~6270262703~~ or by calling ~~217/785-1181(217)785-1181~~. The federal standards are available on the National Archives and Records Administration's website at <http://ecfr.gpoaccess.gov>. ~~This Part is~~~~The Division of Traffic Safety's rules are~~ available on the Department's [Highway and Traffic Safety Information](http://www.dot.il.gov/safety.html) website at <http://www.dot.il.gov/safety.html>.

(Source: Amended at 35 Ill. Reg. 15457, effective September 7, 2011)

Section 455.50 Program Requirements

- a) Regional Centers

DEPARTMENT OF TRANSPORTATION

NOTICE OF ADOPTED AMENDMENTS

The Division will enter into an annual contract with a State college or a community college, a State university or a community agency of its choice to act as a Regional Center for purposes of administering the Program. Training courses will be offered at a Regional Center or at any of the training sites within a Region. Regional Centers shall administer and operate the Program in compliance with this Part.

- 1) **Regional Boundaries**

Regional boundaries are established by the Division through the assignment of counties to a specific Region. Factors used to determine which Region a county is assigned to include the county's proximity to a Regional Center as well as population factors within the State. (See Appendix A for county assignments.) The designated Regions and county assignments are also available on the ~~Program's~~~~Department's~~ internet ~~link~~site at <http://www.dot.il.gov/gif/cyclemap2.htm> <http://www.dot.il.gov/cycle.html>. Larger counties may be divided between two Regional Centers to accommodate all students in that county.
- 2) **Program Directors**

Each State college or community college, State university or community agency shall appoint a Program Director who shall be responsible for the overall management of the Program. The Program Director shall be experienced in program management, including fiscal management, personnel management and preparation of contract proposals and shall have a technical understanding of the Program.
- 3) **Program Coordinators and Assistant Coordinators**
 - A) Each Regional Center shall employ a Program Coordinator to manage the day-to-day operations of the Program. Each Regional Center may appoint an Assistant Coordinator to assist the Program Coordinator.
 - i) The Program Coordinator (and the Assistant Coordinator, if the Regional Center employs an Assistant Coordinator~~applicable~~) must successfully complete a beginner course instructor program under this Section.

DEPARTMENT OF TRANSPORTATION

NOTICE OF ADOPTED AMENDMENTS

- ii) The Program Coordinator (and Assistant Coordinator) shall be a Chief Instructor or shall become a Chief Instructor within 18 months after becoming a Program Coordinator (or Assistant Coordinator).
 - iii) The Program Coordinator (and Assistant Coordinator) shall be knowledgeable of cycle safety as well as administrative and personnel management issues.
 - iv) The Program Coordinator (and Assistant Coordinator) must have the ability to effectively teach the concepts and lessons of the Program.
 - v) The Program Coordinator (and Assistant Coordinator, ~~if applicable~~) must teach either at least one beginner course and one instructor preparation course or four beginner courses annually. The Program Coordinator or Assistant Coordinator will not be compensated for teaching these annual minimum requirement courses.
- B) Responsibilities of the Program Coordinator and Assistant Coordinator include, but are not limited to:
- i) Preparation of contract proposals;
 - ii) Management of program costs;
 - iii) Training activities as well as monitoring training activities performed by other instructors;
 - iv) Supervision and evaluation of instructors;
 - v) Selection and equipping of training sites;
 - vi) Development and distribution of course schedules;
 - vii) Procurement and management of cycles and related training equipment;

DEPARTMENT OF TRANSPORTATION

NOTICE OF ADOPTED AMENDMENTS

- viii) Preparation of reports; and
 - ix) Documentation of costs for reimbursement purposes.
- 4) Chief Instructor Qualifications
Chief Instructors shall meet the following requirements:
- A) Complete a Chief Instructor Course, as required by the course curricula (~~see~~ See Section 455.40 for course curricula-); and
 - B) Maintain Chief Instructor recertification requirements, as required by the course curricula.
- 5) Beginner Course Instructor Qualifications
Instructors of the beginner course shall meet the following requirements:
- A) Possess a Student Completion Card (see Section 455.70(i));
 - B) Possess a valid Class M driver's license (i.e., motorcycle (150 or more cubic centimeters displacement)) or the equivalent license of another state;
 - C) Possess a valid Red Cross Basic First Aid Card or Division-approved equivalent (e.g., military first aid training, emergency medical technician);
 - D) Be knowledgeable of and able to perform basic cycle maintenance;
 - E) Be able to operate a 5 pound (minimum) dry-chemical (Type A, B or C) fire extinguisher;
 - F) Successfully complete an instructor training course that meets the standards of the Division-approved curriculum and demonstrate riding ability to the satisfaction of the Chief Instructor (~~see~~ See Section 455.40 for Division-approved curriculum-);
 - G) Successfully practice teach designated portions of a beginner course under the supervision and in the presence of a Chief Instructor;

DEPARTMENT OF TRANSPORTATION

NOTICE OF ADOPTED AMENDMENTS

H) Maintain instructor certification in accordance with the curriculum;
~~and~~

I) Attend an annual Instructor Update Seminar conducted by a
Regional Center; ~~and-~~

J) Possess a safe riding and driving record (an out-of-state instructor shall furnish a copy of his or her driving record) that, for purposes of this Program, means having no more than two convictions for violations of traffic regulations governing the movement of vehicles committed within a 12-month period, and no possibility that the instructor's license could be suspended. An instructor or instructor candidate convicted of any traffic violation that could result in the suspension or revocation of his or her driving privileges, including, but not limited to, DUI (Driving Under the Influence) or DWI (Driving While Intoxicated), shall be disqualified for a period of three years from the date of the suspension.

6) Advanced Course Instructor Qualifications
Instructors of the advanced course shall meet the following requirements:

A) Maintain beginner course instructor certification in accordance with the curriculum;

B) Complete a one-day advanced instructor course taught by a qualified Chief Instructor; and

C) Complete an annual Instructor Update Seminar conducted by a Regional Center.

7) Range Aide Qualifications
Persons employed as Range Aides shall meet the following requirements:

A) Possess a Beginner Course Student Completion Card (see Section 455.70(i));

DEPARTMENT OF TRANSPORTATION

NOTICE OF ADOPTED AMENDMENTS

- B) Possess a valid Class M Illinois driver's license or Class L driver's license (i.e., motor driven cycle (under 150 cubic centimeters displacement)) or the equivalent license of another state; and
 - C) Be knowledgeable of and able to perform basic cycle maintenance and repair.
- b) Training Sites
- Courses may be conducted at various training sites established as needed throughout a Region. The Program Coordinator shall consider the following factors when selecting a training site: cycle crash data by county, cycle registrations by county, the number of requests for courses, and the availability of an acceptable site.
- 1) All training sites shall be approved by the Division prior to use. The Division will approve a training site when the requirements of subsections (b)(1)(A) through (b)(1)(C) are met.
 - A) Range Areas
 - i) A range area shall be a paved surface free from street traffic and surface obstructions. All range areas must be approved by the Division. Adequate room must be provided on the range to conduct maneuvers. A range drawing indicating the location, area dimensions and exercise layouts specified shall be submitted to the Division two weeks prior to use and shall indicate any potential hazards on or adjacent to the range. Potential hazards may include, but are not limited to, light poles, fences, raised medians, or parking blocks. If the range or adjacent area changes, an updated drawing shall be submitted to the Division at the following address within one week after the Program Coordinator's knowledge of the change.

Manager, Regulations and Training Unit
Illinois Department of Transportation
Division of Traffic Safety
P.O. Box 19212

1340 North 9th Street ~~3215 Executive Park Drive~~

DEPARTMENT OF TRANSPORTATION

NOTICE OF ADOPTED AMENDMENTS

Springfield IL 62794-9212

- ii) The paved range area must meet standards established by the Division in subsection (b)(1)(A)(i). The Division may approve exceptions to the standards based on an on-site evaluation of the range. Exceptions may include reduced range size and changes to layouts and exercise areas due to potential hazards such as those listed in subsection (b)(1)(A)(i).
 - B) Classroom Facilities
The classroom shall be a room that is usually within walking distance of the range area. The classroom shall be equipped with desks that provide a writing space for each student. A desk or podium and chair shall be provided for the instructor, along with a table to accommodate any audio-visual equipment.
 - C) Storage Facilities
A locked storage facility shall be provided with space adequate for the storage of cycles and related training equipment kept at the site overnight (e.g., helmets, course cones).
- 2) Training Equipment
For a beginner course, the Regional Centers shall furnish the cycles and helmets used during the course. Cycle size and type shall be determined by the Division. For an advanced course, the student will be required to furnish a helmet and a cycle.
- A) Helmet Standards
All helmets shall meet or exceed FMVSS 218.
 - B) Cycle Acquisition
Cycles may be acquired through dealer loan agreements or the Division may purchase cycles for each Regional Center. Cycles are usually purchased from funds deposited into the Cycle Rider Safety Training Fund as authorized in Section 6 of the Act. Cycles are sometimes donated by cycle manufacturers, dealers, clubs, organizations and/or individuals. The Division may also authorize a Regional Center to purchase cycles used in its Region.

DEPARTMENT OF TRANSPORTATION

NOTICE OF ADOPTED AMENDMENTS

c) Insurance

- 1) The Regional Center shall obtain liability insurance for each cycle used by a beginner course student in the Program.
- 2) Minimum insurance limitations and coverages shall be:
 - A) Bodily injury and property damage liability;
 - B) A combined single limit of \$1,000,000 for each occurrence and \$2,000,000 aggregate;
 - C) ~~\$500100~~ deductible per crash (paid by the Regional Center);
 - D) Comprehensive and collision coverage for motorcycles shall be based on their actual cash value as determined annually by the Regional Center using the most current edition of the Kelley or National Automobile Dealers Association (NADA) blue book values~~Actual cash value comprehensive and collision~~; and
 - E) Excess medical coverage in the amount of \$10,000 per person.
- 3) Proof of insurance shall be submitted to the Division by the Regional Center prior to the start of any beginner or advanced course. The insurance policy shall contain a 30-day written notice (to the Regional Center) of cancellation clause. Insured entities shall include:
 - A) the Regional Center;
 - B) the Department, the Division, their guests, officers and employees;
 - C) the owners of selected training sites; and
 - D) the participating cycle dealers (if applicable).
- 4) All advanced course students must provide their own cycle or have the owner's written permission to use a borrowed cycle. All cycles used by

DEPARTMENT OF TRANSPORTATION

NOTICE OF ADOPTED AMENDMENTS

advanced course students must be properly registered and insured for liability damage.

- 5) Regional Centers carry excess medical insurance coverage for students enrolled in the Program. If a student is injured while participating in the Program, he/she must first submit the medical bills to his/her own insurance carrier. The Regional Center's coverage is considered a secondary policy. If the student does not have medical insurance, the Regional Center's medical coverage will be the primary insurer for the claim, up to the limit of its coverage.
- d) **Public Relations**
A Regional Center may implement a multi-media public relations program. Regional Centers are encouraged to secure free promotional opportunities through any news media.
- e) **Logo**
The Division will approve an official Program logo. The official logo must be used on all Program materials (e.g., course schedules, informational brochures, web sites) used by Regional Centers. Each Regional Center may adopt a unique logo specific to its Region. The Regional logo may be used in addition to the Program logo. All Regional logos and Program materials shall be approved by the Division prior to use.
- f) **Record Retention**
All records and reports completed by a Regional Center while under contract with the Division are the property of the Division.
 - 1) **Fiscal Records**
Fiscal records shall be retained by the Regional Center for a period of three years after the final reimbursement claim of the contract year has been paid by the Division. All fiscal records that are subject to an audit finding shall be maintained until the finding is resolved.
 - 2) **Record Accessibility**
The State of Illinois or its representatives shall have access to all Program-related records, documents or reports generated at the Regional Center.
- g) **Audits**

DEPARTMENT OF TRANSPORTATION

NOTICE OF ADOPTED AMENDMENTS

All contract costs are subject to audit by the State of Illinois or its representative. Audits will be conducted after receipt of the final reimbursement claim for a contract year. The audit procedure may include an on-site inspection of all applicable Program records. The Division reserves the right to conduct audits on a random basis to verify compliance with this Part. Regional Centers will be required to reimburse the Division for any unauthorized or improperly documented expenditures.

(Source: Amended at 35 Ill. Reg. 15457, effective September 7, 2011)

Section 455.70 Cycle Rider Safety Training Courses

- a) **Course Cost**
No fee shall be charged for the Cycle Rider Safety Training courses, except for a nominal registration fee that shall be refunded upon completion of the course. Students may donate the registration fee to the Regional Center.
- b) **Student Eligibility**
To participate in the Cycle Rider Safety Training Program, a student must:
 - 1) be a resident of the State of Illinois;
 - 2) be at least 16 years of age;
 - 3) hold a valid driver's license or permit; and
 - 4) show current proof of liability insurance (advanced course students only).
- c) Every student must sign a "Waiver or Release of Liability" form stating that he/she will not hold the Department liable for any injury or harm that may have occurred during his/her participation in the Program. This form is retained by the Regional Center for a minimum of seven years following the student's completion of the course. Any student under 18 years of age must have the written consent of a parent or guardian to participate in the Program. The parent or guardian's signature must be included on the "Waiver or Release of Liability" form.
- d) **Course Curricula**
The curricula for beginner and advanced courses is selected by the Division. Either the Division or the Program Coordinator may make modifications to the

DEPARTMENT OF TRANSPORTATION

NOTICE OF ADOPTED AMENDMENTS

curricula to improve the safety, effectiveness or efficiency of the Program. An example of a modification is changing the direction of the cycles' flow due to geographical logistics of the range. Any proposed modification made by a Program Coordinator must be pre-approved by the Division. The proposed modification must be submitted in writing to the Division at the address provided in Section 455.50(b)(1)(A)(i) at least two weeks prior to implementation.

e) Instructor's Manual

Each Regional Center shall compile and print an Instructor's Manual for distribution to each instructor teaching courses within the Region. The Manual shall detail information instructors will need to train students in the Program. The Manual may be revised as needed. All revisions shall be made in accordance with this Part and shall be submitted to the Division for approval at the address provided in Section 455.50(b)(1)(A)(i) at least two weeks prior to use. The Manual shall include:

1) An introduction

A brief history of the Cycle Rider Safety Training Program shall be included. (History information is available by contacting the Division at the address provided in Section 455.50(b)(1)(A)(i).)

2) Procedures

The following Sections of this Part:

Section 455.50(a)(5) Beginner Course Instructor Qualifications
Section 455.50(a)(6) Advanced Course Instructor Qualifications
Section 455.50(a)(7) Range Aide Qualifications
Section 455.70(f) Class Size and Instructor/Range Aide Ratios
Section 455.70(g) Safety Regulations.

3) Regional Boundaries

An identification of the counties to be served by the Regional Center. The address, telephone number and website address of each Regional Center shall be listed in the Manual.

4) Public Relations

An explanation of the importance of a strong public relations program, together with examples of established and suggested public relations materials and procedures.

DEPARTMENT OF TRANSPORTATION

NOTICE OF ADOPTED AMENDMENTS

- 5) **Cycle Use**
An explanation of the proper use of Program cycles (e.g., not allowing the cycle to be operated for personal use).
- 6) **Conduct**
Guidelines for the proper conduct of instructors, range aides and students. The instructor shall have the authority to evict any student from the instruction period or from the course if the student disrupts the course or if the student displays conduct that may endanger himself/herself or any other person.
- 7) **Duties**
An explanation of the duties of chief instructors, instructors and range aides. Instructions shall also be included that require the instructor to attach completed Student Registration Forms to Program Attendance Records and submit them to the Regional Center as soon as practicable after the completion of a course. Both documents are to be maintained at the Regional Center for at least five years.
- 8) **Student Status**
A definition of student eligibility as provided in subsection (b) and the criteria for passing the course as provided in subsection (e)(12).
- 9) **Course Documents**
Examples of forms provided in the manual shall include:

Waiver or Release of Liability
Student Registration
Attendance Record
Crash/Incident Report (Instructor and Student)
Claim Form for Reimbursable Costs.
- 10) **Student Identification Number (SIN)**
An explanation of the criteria used to develop the SIN shall be provided.
 - A) Each student who attends any portion of a course must complete and sign a Student Registration form and is assigned a SIN. The

DEPARTMENT OF TRANSPORTATION

NOTICE OF ADOPTED AMENDMENTS

SIN is a nine digit number that identifies all students enrolled in the Program.

- B) An explanation of the nine-digit SIN used on the Student Registration form is as follows:

Field 1: Year (two digits)

Field 2: Regional Center and Training Site (three digits)

Field 3: Course number (two digits)

Field 4: Student number (two digits).

- C) The Regional Center and training site numbers assigned to the Region and training site shall be included in each Instructor's Manual.

- 11) Compensation
A statement of the pay rates used to compensate instructors and range aides.

- 12) Passing Criteria
An explanation of the criteria used to determine if a student passes a beginner or advanced course shall be included in the manual.

- A) Pass means the student attended all sessions and attained a passing score on the riding and written evaluations (beginner course only). ~~A student is considered to have passed the course if he/she has attended 100% of the course and passed the appropriate skills and written test (for beginner course only).~~ (Also see subsections (h)(1) and (h)(2) of this Section for pass/fail criteria.)

- B) Students who successfully pass the course shall be issued a Student Completion Card either at the completion of the course or by U.S. mail following the completion of the course.

- C) The instructor shall have the authority to fail any student from a course if the student displayed unsafe conduct that may have endangered him/herself or any other person.

- 13) Division Questionnaire

DEPARTMENT OF TRANSPORTATION

NOTICE OF ADOPTED AMENDMENTS

The instructor shall inform each student that he/she may receive a questionnaire from the Division concerning the course. The student will be provided a self-addressed stamped envelope and will be requested to return the questionnaire within 14 business days after completion of the course.

14) Instructional Plan

A plan that outlines the lessons normally taught during each course session. The plan also details instructor course requirements (e.g., how early instructors should arrive before each session).

f) Class Size and Instructor/Range Aide Ratios

1) Beginner Courses

A) A minimum of ~~six~~~~eight~~ registered students and a maximum of 12 registered students at the first course session is required to conduct a beginner course.

B) Regional Centers may be required to limit the number of students in a beginner course if the Regional Center cannot provide a cycle for each student registered to take the course.

C) Student/instructor ratio for beginner course range training shall not be greater than six to one. Every range session shall have a minimum of two qualified persons (either an instructor and range aide or two instructors) present at all times.

2) Advanced Courses

A) A minimum of ~~six~~~~eight~~ registered students and a maximum of 12 registered students at the first course session is required to conduct an advanced course.

B) Student/instructor ratios shall not be greater than six to one. Every range session shall have at least two advanced course instructors.

g) Safety Regulations

DEPARTMENT OF TRANSPORTATION

NOTICE OF ADOPTED AMENDMENTS

- 1) Protective equipment shall be worn by the instructors, range aides and students at all times when students are sitting on a cycle. Instructors and range aides are not required to wear protective equipment when starting Program cycles. Protective equipment includes:
 - A) A helmet that meets or exceeds the requirements of Section 455.50(b)(2)(A);
 - B) Full-fingered gloves;
 - C) Long-sleeved clothing (i.e., jacket or shirt);
 - D) Long pants;
 - E) Sturdy over-the-ankle footwear (not cloth or canvas); and
 - F) Eye protection (i.e., glasses, goggles or helmet visor).
- 2) The following emergency equipment must be present and readily available at all training sites:
 - A) A fully-charged 5-pound (minimum) dry-chemical (Type A, B or C) fire extinguisher;
 - B) A fully-stocked industrial-quality first aid kit; and
 - C) Specific procedures to follow in the event of a crash (including 911, at the discretion of the instructors, and additional telephone numbers, such as students' designated emergency contact numbers).
- 3) A telephone must be available within easy access of all training sites.
- 4) If training cycles are stored away from the range, they shall not be ridden to or from the range.
- 5) Training will not be conducted during a thunderstorm, snowstorm or windstorm. Training will also not be conducted when ice is present on the

DEPARTMENT OF TRANSPORTATION

NOTICE OF ADOPTED AMENDMENTS

range or if the instructor or instructors determine that the students' safety is at risk.

- 6) Crash and Incident Reporting
 - A) When any crash occurs during a training session, the instructor shall complete a Motorcycle Crash/Incident Report (MCIR) form. The student involved in the crash shall also complete a Student MCIR form explaining his/her version of the crash. The instructor shall submit both MCIRs to the Regional Center within two working days after the crash. The Regional Center shall submit both MCIRs to the Division within two working days after receiving the forms.
 - B) If any crash occurs during a training session that requires emergency medical attention, the instructor shall notify the Regional Center by telephone within 24 hours after the crash. The Regional Center shall inform the Division by telephone within 24 hours after being notified by the instructor. The instructor shall complete and submit the Instructor MCIR to the Regional Center within two working days after the crash. The student involved shall also complete a Student MCIR and submit it to the Regional Center as soon as possible. The Regional Center shall submit both MCIR forms to the Division within two working days after receiving the forms.
 - C) If any damage occurs to a cycle, the instructor shall complete an MCIR and submit it to the Regional Center as soon as practicable. The Regional Center shall submit the form to the Division within 20 working days after receiving it.
- h) Student Status at Course Completion
Each registered student will be classified as a Pass, Fail or Drop at course completion based on the following:
 - 1) Pass – Student attended all sessions and attained a passing score on the riding and written evaluations~~100% of the course, passed the skills and written test for beginner course, and was certified by the instructor as~~

DEPARTMENT OF TRANSPORTATION

NOTICE OF ADOPTED AMENDMENTS

~~having reached the general level of knowledge, awareness and competence expected of graduates of the course.~~

- 2) Fail – Student ~~completed the class, but failed one or both of the evaluations, attended at least 50% but less than 100% of the course; failed the skills or written test for beginner course;~~ or displayed unsafe conduct that endangered himself/herself or any other person.
- 3) Drop – Student ~~left the course before either evaluation for any reason attended less than 50% of the course.~~

i) Student Completion Card

- 1) ~~Those students who pass a course shall be issued an official Student Completion Card by Regional Center staff and mailed from the Regional Center office, a reflectorized helmet decal, when available, and an experienced rider course pin (for experienced course graduates only, when available).~~
- 2) ~~Replacement cards shall be issued by the Regional Center, upon request, for a period not to exceed one year from the course completion date. Letters or certificates confirming course completion shall be issued, upon request, when the course completion date exceeds one year but not more than three years. Those students who pass a beginner or advanced course shall be issued an official Student Completion Card. Replacement cards shall only be issued by the Regional Center to students who request a replacement card within three calendar years from the date of course completion.~~

(Source: Amended at 35 Ill. Reg. 15457, effective September 7, 2011)

Section 455.80 Reimbursement Process

- a) The Division shall reimburse the Regional Center for actual costs incurred that are necessary to administer the Program as specified in the Program contract. All actual costs must be considered eligible expenses as predetermined by the contract.

DEPARTMENT OF TRANSPORTATION

NOTICE OF ADOPTED AMENDMENTS

- b) Actual costs to be claimed shall be documented on the Regional Center's Claim Form for Reimbursable Costs. The Claim Form must identify the:
- 1) Vendor;
 - 2) Amount Paid;
 - 3) Transaction Date; and
 - 4) Budget Line Item for Each Cost.
- c) Receipts (original or copies) that document Program costs listed in subsection (b) shall either be attached to the Claim Form and submitted to the Division at the address provided in Section 455.50(b)(1)(A)(i) or maintained at the Regional Center for at least three years after the final reimbursement claim for a contract year has been paid. Receipts maintained at the Regional Center must be available for inspection by the Division during normal business hours.
- d) If a Regional Center has not complied with all provisions of this Section, the Department may require a Regional Center to submit all future receipts with its Claim Form.
- e) Actual costs for monthly expenditures shall be claimed within 60 calendar days after the month the course was completed. A final claim that documents any costs that were unresolved or pending ~~in 2011 must~~ may be submitted to the Division within ~~13590~~ days after the "riding season" (i.e., expiration of the annual contract). A final claim that documents any costs that were unresolved or pending in 2012 or later must be submitted to the Division within 90 days after the riding season.

(Source: Amended at 35 Ill. Reg. 15457, effective September 7, 2011)

DEPARTMENT OF TRANSPORTATION

NOTICE OF ADOPTED AMENDMENTS

Section 455.APPENDIX A Regional Centers and Counties

Region A	Northern Illinois University Motorcycle Safety Project Division of Continuing Education DeKalb, Illinois 60115-2854 (800)892-9607 (815)753-1683 www.outreach.niu.edu/mcycle/	Boone, Carroll, DeKalb, DuPage, JoDaviess, Kane, Lake, Lee, McHenry, Ogle, Stephenson, Whiteside, Winnebago
Region B	Illinois State University Health Science Department 5221 Motor Cycle Safety Program Normal, Illinois 61790-5221 (800)322-7619 (309)438-2352 www.motorcyclesafety.ilstu.edu www.ilstu.edu/depts/mcsafety/	Bureau, Cass, DeWitt, Fulton, Grundy, Hancock, Henderson, Henry, Kendall, Knox, LaSalle, Livingston, Logan, Macon, Marshall, Mason, McDonough, McLean, Menard, Mercer, Peoria, Piatt, Putnam, Rock Island, Sangamon, Schuyler, Stark, Tazewell, Warren, Woodford
Region C	University of Illinois Motorcycle Rider Program Department of Community Health #4 Gerty Drive Champaign, Illinois 61820 (800)252-3348 (217)333-7856 http://mrp.illinois.edu www.mrc.uiuc.edu	Champaign, Cook, Ford, Iroquois, Kankakee, Vermilion, Will

DEPARTMENT OF TRANSPORTATION

NOTICE OF ADOPTED AMENDMENTS

Region D

Southern Illinois University Carbondale
Motorcycle Rider Program
Center for Injury Control and
Work Site Health Promotion
Carbondale, Illinois 62901-6731
(800)642-9589
(618)453-2877
<http://mrp.siu.edu>~~www.siu.edu/~eyele~~

Adams, Alexander,
Bond, Brown, Calhoun,
Christian, Clark, Clay,
Clinton, Coles,
Crawford, Cumberland,
Douglas, Edgar,
Edwards, Effingham,
Fayette, Franklin,
Gallatin, Greene,
Hamilton, Hardin,
Jackson, Jasper,
Jefferson, Jersey,
Johnson, Lawrence,
Macoupin, Madison,
Marion, Massac,
Monroe, Montgomery,
Morgan, Moultrie, Perry,
Pike, Pope, Pulaski,
Randolph, Richland, St.
Clair, Saline, Scott,
Shelby, Union, Wabash,
Washington, Wayne,
White, Williamson

(Source: Amended at 35 Ill. Reg. 15457, effective September 7, 2011)

DEPARTMENT OF TRANSPORTATION

NOTICE OF EMERGENCY AMENDMENT

- 1) Heading of the Part: Prequalification of Contractors, Authorization to Bid, and Subcontractor Registration
- 2) Code Citation: 44 Ill. Adm. Code 650
- 3) Section Number: 650.170 Emergency Action: Amend
- 4) Statutory Authority: Implementing Section 4-103 of the Illinois Highway Code [605 ILCS 5/4-103] and Section 2705-595 of the Civil Administrative Code of Illinois [20 ILCS 2705/2705-595] and authorized by Section 4-201.1 of the Illinois Highway Code [605 ILCS 5/4-201.1]
- 5) Effective Date of amendment: September 9, 2011
- 6) If the emergency amendment is to expire before the end of the 150-day period, please specify the date on which they are to expire: The emergency amendment will expire 150 days from its effective date.
- 7) Date Filed with the Index Department: September 9, 2011
- 8) A copy of the emergency amendment, including any material incorporated by reference, is on file in the Department's Office of Chief Counsel and is available for public inspection.
- 9) Reason for Emergency: The reason for the emergency filing is to increase competition and bidding opportunities for small contractors and women and minority contractors on the 11/18/11 IDOT construction letting. In order to fully comply with the mandates of PA 96-795, resulting in 20 ILCS 2705/2705-595 of the Civil Administrative Code of Illinois (Department of Transportation Law), the Department established a Prequalification Barriers Committee (Committee), chaired by the Department's Chief of Staff, to review this Part to identify barriers to minority and women-owned firms in becoming prequalified to bid or make proposals on Department contracts. After five meetings with members from the Department, Federal Highway Administration, industry, and several small business concerns, including certified Disadvantaged Business Enterprises (DBEs), the Committee made a recommendation for a change to this Part that was included in its final report to the Secretary of Transportation and is publicly available on the Department's website at <http://www.dot.il.gov/reform8.htm>. The change, i.e., raising the unaudited financial status from \$500,000 to \$750,000 under Section

DEPARTMENT OF TRANSPORTATION

NOTICE OF EMERGENCY AMENDMENT

650.170(c)(1)(A), must be made expeditiously before the major lettings scheduled for 11/18/11 and 1/12 to allow more firms to compete by providing small firms with an increased bidding capacity. Additionally, the change allows more opportunities for small firms, specifically some minority- and women-owned firms that will be precluded from participating in the 11/11 letting if not for the change, by streamlining part of the prequalification process for those firms impacted by the new threshold. An unaudited status releases the applicant from the requirement of providing a financial statement that must be prepared by a Certified Public Accountant. Thus, the financial statement for an unaudited status may be prepared by the applicant and may, potentially, provide a shortened application process. Under the new threshold, more small firms will be able to become prequalified in a shorter amount of time which will increase competition for state construction projects. The public interest and welfare is at stake when the bidding pool is not maximized to the fullest extent and in accord with the Illinois Procurement Code preference for competitive bidding. It is imperative that the rule change occurs before certain small business entities, including DBE firms that are currently below the unaudited threshold, are blocked from bidding on upcoming projects as prime contractors. Not changing the rule by emergency action will result in fewer small businesses gaining access to Department projects and the added benefits of growing their businesses and creating jobs. The Department has determined that this change must be made expeditiously in the best interest and welfare of the State, in response to the appeal of the General Assembly, and to reduce barriers to small firms interested in bidding on Department construction projects. If the rule is not implemented as an emergency, the State will lose the benefit of this increased competition during the 2011 construction season.

- 10) A Complete Description of the Subjects and Issues Involved: Consistent with 20 ILCS 2705/2705-595 and the Prequalification Barriers Committee's final report to the Secretary of Transportation, IDOT has amended Section 650.170(c)(1)(A) by increasing the threshold at which an applicant's financial rating in an unaudited status shall be limited to. The limit has been changed from \$500,000 to \$750,000 in an unaudited status, when a balance sheet is prepared and submitted by the applicant. This change could potentially increase a small firm's bidding capacities by streamlining the prequalification process for such firms.
- 11) Are there any proposed amendments to this Part pending? No
- 12) Statement of Statewide Policy Objective: The emergency amendment will have no impact on units of local government.

DEPARTMENT OF TRANSPORTATION

NOTICE OF EMERGENCY AMENDMENT

- 13) Information and questions regarding this rulemaking shall be directed to:

Mr. Michael Copp, Prequalification Engineer
Illinois Department of Transportation
Bureau of Construction
2300 S. Dirksen Parkway, Room 322
Springfield, Illinois 62764

217/782-3413

JCAR comments and questions should be addressed to:

Ms. Christine Caronna-Beard, Rules Manager
Illinois Department of Transportation
Office of Chief Counsel
2300 S. Dirksen Parkway, Room 317
Springfield, Illinois 62764

217/524-3838

The full text of the Emergency Amendment begins on the next page:

DEPARTMENT OF TRANSPORTATION

NOTICE OF EMERGENCY AMENDMENT

TITLE 44: GOVERNMENT CONTRACTS, PROCUREMENT
AND PROPERTY MANAGEMENT
SUBTITLE B: SUPPLEMENTAL PROCUREMENT RULES
CHAPTER IX: DEPARTMENT OF TRANSPORTATIONPART 650
PREQUALIFICATION OF CONTRACTORS, AUTHORIZATION TO BID,
AND SUBCONTRACTOR REGISTRATION

SUBPART A: PREQUALIFICATION

Section	Purpose
650.10	Purpose
650.20	Definitions
650.30	Introduction to Prequalification
650.40	Application Requirements
650.50	Time for Submission
650.60	Public Disclosure of Contractor Information
650.70	Waiver of Prequalification and Additional Responsibility Considerations
650.80	Issuance and Effect of Ratings
650.90	Effective Date of Ratings
650.100	Expiration Date of Ratings
650.110	Denial or Revocation of Ratings
650.120	Extension of Ratings
650.130	Revisions to Prequalification Ratings
650.140	Transfer of Prequalification Ratings
650.150	Reconsideration and Appeal
650.160	Financial Rating – General
650.170	Financial Statement
<u>EMERGENCY</u>	
650.180	Balance Sheet Schedules
650.190	Other Factors Considered in Determining Financial Ratings
650.200	Methods of Improving a Financial Rating
650.210	Computation of Financial Rating
650.220	Work Rating – General
650.230	Determination of Work Ratings
650.240	Performance Factor (PF)
650.250	Experience Factor (EF)
650.260	Equipment Factor (EqF)

DEPARTMENT OF TRANSPORTATION

NOTICE OF EMERGENCY AMENDMENT

- 650.270 Capacity to Perform (CP)
650.280 Calculation of Work Ratings

SUBPART B: AUTHORIZATION TO BID

Section

- 650.290 Advertising for Bids
650.300 Request for Authorization to Bid or Not for Bid Status
650.310 Affidavit of Availability
650.315 Disclosure of Other Procurement Relationships
650.320 Analyzing Requests for Authorization to Bid
650.330 Issuance of Authorization to Bid
650.340 Joint Ventures
650.350 Denial of Authorization to Bid

SUBPART C: SUBCONTRACTOR REGISTRATION

Section

- 650.360 Purpose
650.370 Registration of Subcontractors
650.380 Eligibility to Quote or Perform Subcontract Work

- 650.APPENDIX A Available Work Categories
650.APPENDIX B Request for Extension of Prequalification Ratings (Repealed)
650.APPENDIX C FINANCIAL PLEDGE LETTERS (Repealed)
650.APPENDIX D Financial Verification Letter (Repealed)
650.APPENDIX E CORPORATE RESOLUTION (Repealed)

AUTHORITY: Implementing Section 4-103 of the Illinois Highway Code [605 ILCS 5/4-103] and Section 2705-595 of the Civil Administrative Code of Illinois [20 ILCS 2705/2705-595] and authorized by Section 4-201.1 of the Illinois Highway Code [605 ILCS 5/4-201.1].

SOURCE: Adopted at 18 Ill. Reg. 9478, effective July 2, 1994; amended at 21 Ill. Reg. 11238, effective July 29, 1997; amended at 22 Ill. Reg. 20393, effective November 4, 1998; amended at 24 Ill. Reg. 18775, effective December 7, 2000; amended at 30 Ill. Reg. 16373, effective October 10, 2006; amended at 32 Ill. Reg. 7989, effective May 8, 2008; emergency amendment at 35 Ill. Reg. 15485, effective September 9, 2011, for a maximum of 150 days.

SUBPART A: PREQUALIFICATION

DEPARTMENT OF TRANSPORTATION

NOTICE OF EMERGENCY AMENDMENT

Section 650.170 Financial Statement**EMERGENCY**

An applicant may obtain a financial rating in either an audited or unaudited status. Audited financial information provides the Prequalification Section with reliable information, whereas unaudited financial information is subject to certain restrictions as provided for in subsection (c) of this Section.

a) Audited Status

The Department will require all applicants seeking an audited status to adhere to the following:

- 1) An applicant shall submit the Department's "Certificate of Accountant" with the completed financial statement. An Independent Auditor's Opinion Letter is acceptable in lieu of the Certificate of Accountant, if the applicant desires to submit only the balance sheet, auditor's notes, and an income statement.
- 2) All data shall be secured from an audit conducted no more than 12 months prior to the time the financial statement is received by the Department.
- 3) Financial statements which are only compiled or reviewed by a CPA are not accepted for prequalification in an audited status.
- 4) The audit of the applicant's records shall be conducted in accordance with generally accepted accounting standards.
- 5) The financial statement shall be prepared by a Certified Public Accountant (CPA) who has been licensed by the Illinois Department of Financial and Professional Regulation or an out-of-state CPA who has been issued a license by that state. A financial statement will be considered unaudited if prepared by a non-licensed CPA.
- 6) No certified financial statement will be accepted that has been prepared by an accountant who has a direct or indirect interest, financial or otherwise, in the business of the applicant submitting the statement.
- 7) The applicant shall submit a report prepared by the CPA who conducted

DEPARTMENT OF TRANSPORTATION

NOTICE OF EMERGENCY AMENDMENT

the audit if the Department's Certificate of Accountant is not submitted. The report shall contain the following information:

- A) name, address, and telephone number of the accounting firm involved with the audit;
- B) the license number, state of license, expiration date of license and signature of the CPA conducting the audit;
- C) the date of audit;
- D) the degree of responsibility assumed by the CPA; and
- E) the accountant's opinion (see subsection (b) of this Section).

b) Opinion of Certified Public Accountant

An auditor's or CPA's opinion is a report that either contains an expression of opinion regarding the financial statements, taken as a whole, or an assertion to the effect that an overall opinion cannot be expressed. When the latter occurs, the CPA should state the reasons. There are several types of opinions a CPA can issue:

- 1) Unqualified opinion – an opinion which contains no exceptions and conveys the CPA's belief that the financial statement presents a fair and accurate statement of the applicant's financial position. An unqualified opinion is the most desirable because it allows the applicant to obtain audited status. Additionally, the unqualified opinion enables the Department to accept the applicant's financial statement with the confidence that the audit was conducted in accordance with generally accepted auditing standards; that the CPA acquired all the information necessary to render an informed opinion; and, that the same accounting principles were used as those used in the preceding year.
- 2) Qualified opinion – an opinion which contains an exception. An exception indicates that the CPA is not in agreement with a certain accounting principle. When a qualified opinion is in order, the CPA shall express the reasons for the qualification, the approximate amount involved, and the overall effect on the financial statement. Depending on the impact of these three factors, the Department may or may not accept

DEPARTMENT OF TRANSPORTATION

NOTICE OF EMERGENCY AMENDMENT

the opinion for prequalification purposes. If the Department chooses not to accept the opinion, the applicant's financial statement will preclude prequalification in an audited status.

- 3) Adverse opinion – an opinion expressing the CPA's belief that the applicant's financial statement does not present a fair and accurate statement of the applicant's financial position. Pursuant to the rendering of an adverse opinion, the CPA shall disclose all substantive reasons for issuing such an opinion in his report. The Department shall view the applicant's financial statement as unaudited, thereby precluding prequalification in an audited status.
 - 4) Disclaimer of opinion – a report used when a CPA believes an opinion cannot be expressed. Pursuant to the rendering of a disclaimer, the CPA shall present the reasons for refusing to express an opinion, such as client imposed restrictions. The Department shall view the applicant's financial statement as precluding prequalification in an audited status.
- c) Unaudited Status
The Department will require all applicants seeking an unaudited status to adhere to the following:
- 1) The financial rating in the unaudited status is determined subject to the following limitations:
 - A) the applicant's financial rating shall be limited to no more than ~~\$750,000~~~~\$500,000~~ when a balance sheet is prepared and submitted by the applicant; or
 - B) the applicant's financial rating shall be limited to no more than \$1,500,000 when a reviewed or compiled financial statement including an opinion letter, balance sheet, accountant's notes to financial statement, and income statement is prepared by an accountant and submitted by the applicant.
 - 2) The financial statement shall be prepared by either the applicant or an accountant. It is not necessary that the statement be prepared and certified by a licensed accountant. The financial statement:

DEPARTMENT OF TRANSPORTATION

NOTICE OF EMERGENCY AMENDMENT

- A) must be prepared from data secured from the applicant's records;
 - B) must not be more than 12 months old at the time of receipt by the Department;
 - C) must be completed and in balance; and
 - D) the financial information release must be completed and submitted by the applicant's financial institution to verify account balances.
- d) Interest in Other Firms
- 1) Any parent and all affiliates or subsidiaries of the applicant shall be identified.
 - 2) If an individual, a member of a partnership, or an officer or director of a corporation is interested financially in more than one company, the accountant shall submit a letter explaining such interest, the extent of the investment, and the individual's relationship with such companies. The Department may require these individuals to furnish financial statements from these companies as of the same date as the financial statement submitted by the applicant requesting prequalification.
 - 3) Each applicant shall disclose, in the application for prequalification, the name of each owner, shareholder, partner, member, beneficiary or any other person expected to have a direct pecuniary interest in a contract awarded by the Department who holds an elective office in the State of Illinois; who is appointed to or employed in any office or agency of State government; or who is the spouse or minor child of any such person. If the company is a corporation, the name of all the officers and directors and their respective positions shall be disclosed.

(Source: Amended by emergency rulemaking at 35 Ill. Reg. 15485, effective September 9, 2011, for a maximum of 150 days)

JOINT COMMITTEE ON ADMINISTRATIVE RULES

NOTICE OF PUBLICATION ERROR

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

- 1) Heading of the Part: Pay Plan
- 2) Code Citation: 80 Ill. Adm. Code 310
- 3) Register citation of adopted rulemaking and other pertinent action: 35 Ill. Reg. 15178; September 9, 2011
- 4) Explanation: This peremptory rulemaking was published in the September 9, 2011 *Illinois Register* with a typographical error on the notice page indicating that the rulemaking became effective on April 29, 2011 rather than August 29, 2011. The text of the rulemaking as filed with the Secretary of State was correctly stamped with the August date. JCAR regrets any confusion this unintentional discrepancy may have caused.

JOINT COMMITTEE ON ADMINISTRATIVE RULES
ILLINOIS GENERAL ASSEMBLY

SECOND NOTICES RECEIVED

The following second notices were received by the Joint Committee on Administrative Rules during the period of September 6, 2011 through September 12, 2011 and have been scheduled for review by the Committee at its October 11, 2011 meeting. Other items not contained in this published list may also be considered. Members of the public wishing to express their views with respect to a rulemaking should submit written comments to the Committee at the following address: Joint Committee on Administrative Rules, 700 Stratton Bldg., Springfield IL 62706.

<u>Second Notice Expires</u>	<u>Agency and Rule</u>	<u>Start Of First Notice</u>	<u>JCAR Meeting</u>
10/23/11	<u>Department of Commerce and Economic Opportunity</u> , Employer Training Investment Program (56 Ill. Adm. Code 2650)	3/25/11 35 Ill. Reg. 4745	10/11/11
10/23/11	<u>Department of Financial and Professional Regulation</u> , Cemetery Oversight Act (68 Ill. Adm. Code 1249)	7/15/11 35 Ill. Reg. 11050	10/11/11
10/23/11	<u>Department of Transportation</u> , Tourism Attraction Signing Program (92 Ill. Adm. Code 543)	7/22/11 35 Ill. Reg. 12301	10/11/11
10/23/11	<u>Department of Transportation</u> , Business Logo Signing Program (92 Ill. Adm. Code 542)	7/22/11 35 Ill. Reg. 12273	10/11/11

ILLINOIS ADMINISTRATIVE CODE
Issue Index - With Effective Dates

Rules acted upon in Volume 35, Issue 39 are listed in the Issues Index by Title number, Part number, Volume and Issue. Inquiries about the Issue Index may be directed to the Administrative Code Division at (217) 782-7017/18.

PROPOSED RULES

80 - 310	15345
11 - 1800	15418
23 - 3010	15424
44 - 650	15454

ADOPTED RULES

92 - 455	9/7/2011	15457
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EMERGENCY RULES

44 - 650	9/9/2011	15485
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ORDER FORM

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<input type="checkbox"/> Back Issues of the Illinois Register (2009 Only) Volume # _____ Issue# _____ Date _____	\$ 10.00 (each)
<input type="checkbox"/> Microfiche sets of the Illinois Register 1977 – 2003 Specify Year(s) _____	\$ 200.00 (per set)
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