



**State of Ohio • Ohio Civil Service Employees Association**  
**Office Professional Classification Review**  
 ANNOUNCEMENT



June 23, 2017

The Department of Administrative Services (DAS) and the Ohio Civil Service Employees Association (OCSEA) would like to provide an update on the progress of the 36.05 Office Professional Classification Review and announce an extension of the allocation and implementation deadlines.

**ADJUSTED TIMELINES**

June 27 <sup>th</sup>	Final draft classifications shared
June 27 <sup>th</sup> - July 12 <sup>th</sup>	Agencies will determine allocations & submit to DAS/OCSEA
July 24 <sup>th</sup>	Allocation letters will be provided to impacted employees. Allocated employees have 30 days from receipt of allocation letter to file grievances as indicated in Letter of Agreement (LOA).
August 6 <sup>th</sup>	Implementation date - Allocations become effective
August- November	Alternative dispute resolution (ADR) time period for any grieved allocations

The decision was made to slightly extend these project timelines based on feedback we received from the Office Professional Focus Group and questionnaires that were submitted. As a result of this feedback, the Joint Committee determined that additional research and discussion of the duties was necessary in order to ensure the accuracy and completeness of the classification specifications.

Final drafts of the classifications based on the information gathered during this process should be ready to share early next week. Please watch your email and/or check out [OCSEA.org/class-review](http://OCSEA.org/class-review) for the updated classifications & additional information.

Any questions may be directed to DAS at [compensation@das.ohio.gov](mailto:compensation@das.ohio.gov) or OCSEA at [OCSEAClassifications@OCSEA.org](mailto:OCSEAClassifications@OCSEA.org)

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