

Human Resources Memorandum

SUBJECT: Career Executive Assignment (CEA) Minimum Qualifications, Reinstatement, and Examination Rights	NUMBER: HR 15-037
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DISTRIBUTION: All CDFW Employees	EXPIRES: N/A

Effective September 22, 2015, the California Department of Human Resources (CalHR) has changed the minimum qualifications and reinstatement rights for Career Executive Assignment (CEA) applicants. The Government Code (GC) section 18546 was amended and eliminated the following requirements:

- 1) Must be a current State civil service employee with permanent civil service status, as defined in GC Section 18546; **or**
- 2) Must be a current or former employee of the Legislature, who resigned or was released from service within the last 12 months, and with two or more consecutive years of service as defined in GC Section 18990; **or**
- 3) Must be a current or former nonelected exempt employee of the Executive Branch and government who resigned or was released from service within the last 12 months, and with two or more consecutive years of service (excluding those positions for which the salaries are set by statute) as defined by GC Section 18992; **or**
- 4) Must be a person retired from the United States Military, honorably discharged from active military duty with a service-connected disability, or honorably discharged from active duty as defined by GC Section 18991.

The CEA minimum qualifications have been revised as follows:

- 1) All applicants must possess the knowledge and abilities, and any other requirements, described in this bulletin.

NOTE: Eligibility to take a CEA examination does not require current permanent status in the civil service.

The Department of Fish and Wildlife (DFW) will now accept any applicants who were previously rejected, but who now meet the new minimum qualifications and notify those applicants accordingly.

CEA examinations are now open to individuals without permanent civil service status. All applicants must meet the minimum qualifications as stated on the CEA examination

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bulletin (GC section 18546, as amended). The basis of an individual's CEA eligibility impacts their employment rights when and if their CEA position is terminated.

Employees who at the time of their CEA appointment were not employed by the state, but had gained permanent civil service status shall have reinstatement rights, and shall have the right to take a deferred examination for **any** open eligibility list in existence at the time of the termination of CEA for which they meet the sought after classifications' minimum qualifications. (GC section 19889.4).

An employee who at the time of their CEA appointment was from outside state civil services shall have the right to take a deferred examination for any open eligibility list in existence at the time of their CEA termination and must meet the sought after classifications' minimum qualifications requirements (GC section 19889.4).

Employees whose eligibility was based upon a legislative or nonelected exempt executive branch position shall be able to compete in his or her appointing power's promotional examinations for which they meet the sought after classification's minimum qualifications, and request a deferred examination, as specified in GC section 18993.

In addition, former employees of the Legislature and employees of the executive branch in exempt positions or veterans may select more than one promotional exam in which to compete when multiple examinations are given without time limits on eligibility to take an examination for specified former employees of the Legislature and employees of the executive branch in exempt positions (GC 18990-19882, as amended).

Should you have any questions or need assistance related to the minimum qualifications, reinstatement, and examination right changes, please contact the Examination and Certification Unit Manager, Maria Luna via email at Maria.Luna@wildlife.ca.gov or telephone (916) 651-6788.