

# STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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**John Brewster**  
*Merit Board Chair*  
**Lewis T. (Tom) Morelock**  
*Director*

TO: Designated Employer Representatives/Human Resource Directors  
Chair, State Universities Civil Service Advisory Committee

FROM: Dennis N. Smith   
Deputy Director

DATE: April 16, 2003

RE: *Revision #22 to the Procedures Manuals*

Enclosed is a corrected page to a previous revision in the *Employment and Separation Procedures Manual*.

Please feel free to make as many copies of these revisions as may be required to update all copies of your procedure manuals. If you have any questions, please call our office.

## SECTION – EMPLOYMENT AND SEPARATION

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