

**7520.0500 CLASSIFICATION PLAN: PREPARATION AND ADOPTION.**

Subpart 1. **Procedure.** The governor, through the commissioner of public safety shall formally adopt a comprehensive classification plan for all positions covered by parts 7520.0100 to 7520.1100 which shall be published as part of the public safety merit system manual. The plan shall be based on investigation and analysis of the duties and responsibilities of positions and shall be so developed and maintained that all positions that are substantially similar in the kind, difficulty, and responsibility of work are included in the same class. The plan must be developed after consultation with supervisory officials, classification specialists, and persons technically familiar with the character of the work. All classifications must be evaluated by use of a formal job evaluation system. Class titles established by the classification plan shall be used in all personnel and financial records of the Department of Public Safety and the local emergency management agency, as well as in all examination procedures.

Subp. 2. **Submission to council.** The proposed classification plan and any subsequent amendments shall be submitted to the council for review and recommendation in relation to the merit system program of recruitment and examination.

**Statutory Authority:** *MS s 12.22*

**History:** *10 SR 1507; 23 SR 82*

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