



PERSONNEL CABINET

Ernie Fletcher
Governor

200 Fair Oaks Lane, 5th Floor
Frankfort, Kentucky 40601
Phone (502) 564-7430
Fax (502) 564-7603
<http://personnel.ky.gov>

Brian J. Crall
Secretary

MEMORANDUM

PERSONNEL MEMO 06-14

TO: Cabinet Secretaries
Agency Heads
Personnel Executives

FROM: Brian J. Crall, Secretary 

DATE: July 24, 2006

SUBJECT: Initial Probationary Periods

The Personnel Cabinet is in the process of requesting that the Personnel Board amend administrative regulation 101 KAR 1:325 to extend the standard initial probationary period for certain classes from six (6) months to twelve (12) months. The Personnel Board has requested that all agencies review the classes that they use to determine if there is a need to extend the probationary period. As you know, the process of amending an administrative regulation is both complex and lengthy. Therefore, the Board would prefer to submit all classes that are to be changed at the same time.

Please submit any requests for extension of the initial probationary period no later than August 31, 2006. Your request must include a detailed rationale for the change. The Personnel Cabinet will not recommend additional classes for changes for one year after August 31, 2006.