



PERSONNEL CABINET

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Brian J. Crall
Secretary

MEMORANDUM

PERSONNELMEMO 07-05

TO: Cabinet Secretaries
Agency Heads
Personnel Executives

FROM: Brian J. Crall, Secretary 

DATE: March 26, 2007

SUBJECT: Extension of Register Certifications

Agencies across the Commonwealth are increasingly engaged in detailed interview processes, including the utilization of interview panels, behavioral and tiered interview processes and background checks, to identify the most appropriate candidates when filling vacancies. The Personnel Cabinet supports such efforts.

As a result of these progressive hiring techniques agencies are frequently forced to request extensions of register certifications beyond the sixty (60) day timeframe provided for in 101 KAR 2:066. Recently, several agencies have approached the Cabinet to request an extension of the register certification period to better accommodate the needs of the hiring managers. The Personnel Cabinet has agreed to accommodate this request and believes it to be in the best interest of the Commonwealth to extend the certification period from sixty (60) to ninety (90) days, thus eliminating a perfunctory step from an already protracted process. This change will be effective March 26, 2007, as authorized by 101 KAR 2:066. This change will not affect current registers that have already been issued.

The Personnel Cabinet believes this action will mitigate the need for individual register extension requests and may save substantial resources otherwise directed at requesting extensions. If questions arise concerning this matter, please contact Georgianne M. Reynolds, Staffing Services Director, at 502.564.6920.