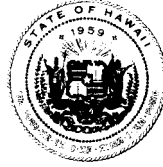


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**DEPARTMENT OF HUMAN RESOURCES DEVELOPMENT**  
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July 9, 2009

Departmental Circular Number 09-02

TO: All Department Heads  
FROM: *for Cindy S. Inoue* Marie C. Laderta, Director  
SUBJECT: Amendments to the Compensation Plan

The following amendments to the State of Hawaii's Compensation Plans dated April 1, 2009 have been incorporated into the updated compensation plans dated July 1, 2009, which is located on our website at <http://www.hawaii.gov/hrd/>.

**PART I - WHITE COLLAR**

3.521	Delete	Intake Svc Ctr Prgm Spclt I, effective 7/2/08
3.522	Delete	Intake Svc Ctr Prgm Spclt II, effective 7/2/08
3.567	Delete	Corrections Family Counselor, effective 7/2/08
8.113	Add	Housing Quality Standards Inspector I, SR-13, BU-03, EEO: C, FLSA: N, effective 4/21/09
8.115	Add	Housing Quality Standards Inspector II, SR-15, BU-03, EEO: C, FLSA: N, effective 4/21/09

**PART II - BLUE COLLAR**

9.079	Change	salary range only for Stadium General Services Supervisor, from F2-04 to F2-05, effective July 1, 2009
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**PART III - EMCP**

17.469	Add	Correctional Institutions Administrator, EM-08, BU-35 FHJ, EEO: A, FLSA: E, effective 4/17/09
17.471	Add	Managing Adult Corrections Officer V, EM-08, BU-35 FHJ, EEO: A, FLSA: E, effective 3/1/09

**AMENDED CLASS SPECIFICATIONS/MINIMUM QUALIFICATION SPECIFICATIONS**

2.191	Documents Processing Operations Manager, BU-13, Part I & II were combined and amended, effective 7/2/09
8.745	Assistant Civil Defense Telecommunications Officer, BU-13, Part II, effective 4/27/09
8.747	Civil Defense Telecommunications Officer, BU-13, Part II, effective 4/27/09
8.781-8.786	Measurement Standards Inspector I, II, III, IV, V (BU-03) & VI (BU-04), Part I & II were combined and amended, effective 4/21/09
9.079	Stadium General Services Supervisor, BU-02, Part I & II were combined and amended, effective 6/23/09

Note: Salary Schedule for BU-11 has been updated effective 7/1/09.

The effective dates of all transactions resulting in the assignment of classes to salary ranges are subject to certification as to the availability of funds by the Director of Budget and Finance. Moreover, departments affected by such actions are required to comply with instructions issued by the Department of Budget and Finance as to how to compute and report the additional cost resulting from the actions taken.

The compensation of incumbents of positions in each class on which action is taken will be computed in accordance with existing laws, rules and regulations concerning compensation. Departments are requested to notify incumbents affected by changes in the Compensation Plans.