



STATE OF HAWAII
DEPARTMENT OF HUMAN RESOURCES DEVELOPMENT

235 S. BERETANIA STREET
HONOLULU, HAWAII 96813-2437

March 31, 2009

Departmental Circular Number 09-01

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

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

PART I - WHITE COLLAR

8.391 Change Class title from Registered Sanitarian I to Sanitarian I, effective 1/20/09
8.393 Change Class title from Registered Sanitarian II to Sanitarian II, effective 1/20/09
8.395 Change Class title from Registered Sanitarian III to Sanitarian III, effective 1/20/09
8.397 Change Class title from Registered Sanitarian IV to Sanitarian IV, effective 1/20/09
8.399 Change Class title from Registered Sanitarian V to Sanitarian V, effective 1/20/09
8.401 Change Class title from Registered Sanitarian VI to Sanitarian VI, effective 1/20/09
8.751 Delete Departmental Identification Officer, effective 3/11/09

PART III - EMCP

17.784 Change Job Code for Central Services Manager from 17.487 to 17.784

AMENDED CLASS SPECIFICATIONS/MINIMUM QUALIFICATION SPECIFICATIONS

3.551-3.552 Intake Service Center Manager I & II, Part II, effective 1/27/09
8.391-8.401 Sanitarian I, II, III, IV, V and VI, Part I & II, effective 1/20/09
10.276 Highways Special Services Supervisor, Part II, correction to heading only, from Class Specifications to Minimum Qualification Specifications
17.784 Central Services Manager, Part I, effective 1/8/09 and Part II, effective 2/9/09

Note: The Salary Schedule for BU-01 has been updated effective 3/1/09.

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.