



FY 2018-2019 BIENNIAL REDESIGNATION FORM TEMPLATE

CURRENT NUMBER OF CAREER RESERVED POSITIONS: ____ (see Career Reserved Report in ESCS)

AGENCY'S CAREER RESERVED FLOOR: ____ (see Career Reserved Report in ESCS)

<u>Position Title</u>	<u>Position Number</u>	<u>Current Designation</u>	<u>Proposed Designation</u>
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

Justification:

1. Explain the basis for the request to re-designate the position(s).

AGENCY NAME: _____

2. How have the position(s) changed to justify the change in designation?

If you are submitting a request for multiple positions to be redesignated, you may consider completing one template form to capture all of the requested information.

AGENCY NAME: _____