



MONTGOMERY COUNTY EXECUTIVE REGULATION

Offices of the County Executive • 101 Monroe Street • Rockville, Maryland 20850

Subject	Miscellaneous Amendments to the Montgomery County Personnel Regulations	Number	14-12
Originating Department	Office of Human Resources	Effective Date	July 24, 2012

Miscellaneous Amendments to the Montgomery County Personnel Regulations

Executive Regulation No. 14-12
 Issued by: County Executive
 Supersedes: Executive Regulation No. 12-00AM II, in part
 and Executive Regulation 9-10
 Authority: Montgomery County Code, 2004, §33-7(b)
 Council review: Method 1

Montgomery County Register Volume 29, Issue 5
 Comment deadline: May 31, 2012

Summary: This regulation amends Sections 6, 8, 32, and Appendix F of the 2001 Montgomery County Personnel Regulations to correct errors, omissions and typos, delete unnecessary language, and update certain provisions. These amendments resulted from a review of the Personnel Regulations by the Office of Human Resources.

Address for comments Office of Human Resources, Executive Office Building, 7th Floor
 101 Monroe Street, Rockville, Maryland 20850

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Please use the key below when reading this regulation:

Boldface	Heading or defined term.
<u>Underlining</u>	Added to existing regulation by proposed regulation.
* * *	Existing language unchanged by executive regulation



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SECTION 6. RECRUITMENT AND APPLICATION RATING PROCEDURES

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6-5. Competitive rating process.

- (a) The OHR Director must establish a competitive rating process to create an eligible list for employment or promotion, unless the OHR Director determines that a non-competitive process is appropriate under Section 6-7 or 27-2(b) of these Regulations.
- (b) The OHR Director must include in the vacancy announcement in the jobs bulletin on the County Website a description of the competitive rating process and rating criteria that will be used to create the eligible list.

* * *

- (c) The OHR Director, or designee, may order applications to be re-rated or take other remedial action to remedy an oversight or error in the rating process.

* * *

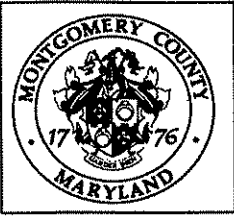
SECTION 8. MEDICAL EXAMINATIONS AND REASONABLE ACCOMMODATION

* * *

8-6. Required medical examinations of applicants; actions based on results of required medical examinations.

- (a) *Medical and physical requirements for job applicants.*

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- (3) An applicant must undergo a medical evaluation before being placed in a County position if the applicant is:

* * *

- (C) a County employee who is reassigned, transferred, demoted, or promoted to a position with a more extensive medical exam protocol than the employee's previous position.

* * *

SECTION 32. EMPLOYEE DRUG AND ALCOHOL USE AND DRUG AND ALCOHOL TESTING

* * *

APPENDIX F – GUIDELINES ON BROADBAND CLASSIFICATION OF MANAGEMENT LEADERSHIP SERVICE POSITIONS

1. Management Leadership Service program elements.

- (a) Scope

* * *

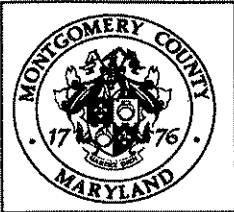
- (3) Although not included in MLS, Public Safety Managers are encouraged to participate in MLS training objectives.

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2. Broadband classification structure.

* * *

- (b) Position classification



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(4) Movement to a higher management level is based on either a promotion to a vacant position in a higher management level or reclassification because of a significant change in duties.

(c) **Job titles**

* * *

Approved: Isiah Leggett
Isiah Leggett, County Executive

6/6/2012
Date

Approved as to form and legality:

David Stevenson April 24, 2012
Office of the County Attorney Date