

Phase 1

Job Aid for Management Reclassifications

Action	
<p>Prior to any Reclassifications of BU employees, an Agency must contact the Labor Relations Division at Labor.Relations@state.nm.us</p>	
<p><u>CWA - Article 1. Section 3. New or Altered Classifications:</u></p> <p>The Employer may establish new job classifications, or abolish, merge, or change existing classifications of employees covered by this Agreement in accordance with the Personnel Act [Section 10.9.1 et seq. NMSA 1978]. At the time of such action, the Employer shall identify the employees covered by this Agreement to be included in any new or altered job classification and shall identify the old job classification(s) if any, which in whole or in part, are being replaced. Unless it is supervisory, confidential, or managerial status, as defined in the PEBA, any new job classification that is within an appropriate bargaining unit already represented by the Union shall be included.</p> <p>Consistent with law, the parties shall make reasonable accommodation, where needed, for persons with disabilities.</p>	<p><u>AFSCME - Article 33. Section 3. Agency Initiated Individual Position Reclassification:</u></p> <p>In the event that an Agency decides to submit a reclassification request of a bargaining unit position to the State Personnel Director for the review of an individual position's assignment that could result in its removal from the bargaining unit, the Agency will also notify the Union of the request. In addition to the Agency's submittal the employee and the employee's union representative shall be allowed to submit additional information and/or documentation relevant to the Agency's request. The Employer shall direct the State Personnel Director to allow the employee and employee's union representative to meet with SPO Staff in order to present the case for the review of the position assignment, which may include a desk audit.</p>