



STATE OF CONNECTICUT

OFFICE OF POLICY AND MANAGEMENT

Office of Labor Relations

March 24, 2017

GENERAL NOTICE NO. 2017-03

TO: Labor Relations Designees

RE: A&R Key Persons Lists

In accordance with Article 13-Section Two (b) -- Order of Layoff or Reemployment, see page two of General Notice 95-12, we are reminding all Agencies to once again notify this Office of their Administrative and Residual Key Person(s) **no later than Monday, April 24, 2017** so that we may compile a complete list for submission to the Union prior to April 30, 2017.

You are reminded that your Key Persons list must contain the employee's first and last name, official job title and the time in class or series.

This list is required to be sent to us even if it is identical to the list submitted by your Agency in April of 2016. Lists may be faxed to our office at 418-6491 or e-mailed to Tammy.Kowalski@ct.gov.

Labor Relations Designees with questions concerning this request should contact the Office of Labor Relations at (860) 418-6447. All others should contact their Central Personnel Office.

Handwritten signature of Lisa Grasso Egan in cursive script.

Lisa Grasso Egan
Undersecretary for Labor Relations

Phone: (860) 418-6447 Fax: (860) 418-6491
450 Capitol Avenue-MS# 53OLR, Hartford, Connecticut 06106