

**For:** State and County Offices

**CED Reclassification**

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**Approved by:** Deputy Administrator, Management



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**1 Overview**

**A**

**Background**

The last reclassification of CED positions was effective August 26, 2001. Both EDSO and HRD are receiving inquiries about the next CED reclassification.

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**B**

**Purpose**

This notice provides information about the next official update of the CED Classification and Pay Plan (C&PP) which will be used to reclassify CED positions.

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<b>Disposal Date</b>	<b>Distribution</b>
June 1, 2003	State Offices; State Offices relay to County Offices

## Notice PM-2316

### 2 CED C&PP Update

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#### A

##### Timeframe for Next C&PP Update

The next update of the CED C&PP will take place in the spring of 2003. The update will reflect workload and program data for FY 2001 and FY 2002.

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#### B

##### C&PP Update Features

The 2003 update of the CED C&PP will include:

- data for all reporting County Offices
- policy and procedures for implementing county downgrades when required grade level criteria are not met
- classification credit for NAP under the Program Variety element
- classification credit for oilseeds/soybeans under the Crop Production element.

**Note:** Work items 1609, 1613, 1619, and 1623 will be used to credit oilseeds/soybeans in the 2003 update. An additional informational work item for DCP soybeans contracts will be added to FY 2003 midyear and subsequent workload reports.

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#### C

##### Grade Changes

The following grade changes will take place in the 2003 update:

- upgrades for CO-11 counties that meet CO-12 criteria
  - downgrades for counties that no longer meet CO-12 criteria.
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### 3 CED Classification Appeals

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#### A

##### Appeal Procedures

CED classification appeal procedures are in 27-PM, paragraph 37.

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#### B

##### Appeal Consideration

CED may appeal the grade of his or her position to EDSO at any time. Appeals received in EDSO before the 2003 CED C&PP update will be considered using FY 2000 and FY 2001 workload and program data.

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