

academic grant which shall not exceed the current academic year full-time resident graduate tuition and the services and activities fees in effect at the state-funded research universities, provided the following additional criteria are met:

(i) The institution has an exchange program with a public or private higher education institution in Washington and the exchange program is approved or recognized by the higher education coordinating board; or

(ii) The institution is approved or recognized by the higher education coordinating board; and

(iii) The recipient of the Washington award for excellence in education (Christa McAuliffe) academic grant has submitted in writing to the higher education coordinating board an explanation of why the preferred course or courses are not available at a public or private institution in Washington.

(e) The remaining value of the tuition/fee waiver for recipients who were awarded the tuition/fee waiver for forty-five quarter or thirty semester credits prior to May 17, 1991 shall be calculated as a ratio of available (unused) credits to the total credits originally awarded. That ratio shall be converted to a dollar value which is proportional to the current academic year full-time resident graduate tuition in effect at one of the state's public universities.

[Statutory Authority: Chapter 28B.80 RCW and 1991 c 255. 91-20-070, § 250-78-050, filed 9/26/91, effective 10/27/91.]

WAC 250-78-060 Management of funds. (1) Disbursements of all grant funds are contingent upon appropriations and, in the event that funds are insufficient, disbursements will be issued term by term.

(2) At the option of the board, the academic grant may be disbursed as a lump sum award or in incremental amounts related to the recipient's plan of study and under a schedule of payments as developed by the board.

(3) Recipients who have not fully utilized their award benefit within the four year eligibility period shall forfeit the remaining value of their academic grant award.

[Statutory Authority: Chapter 28B.80 RCW and 1991 c 255. 91-20-070, § 250-78-060, filed 9/26/91, effective 10/27/91.]

Title 251 WAC

HIGHER EDUCATION PERSONNEL BOARD

Chapters

251-04	General provisions.
251-08	Compensation.
251-09	Hours of work--Premium pay.
251-10	Resignation--Layoff--Separation.
251-12	Appeals.
251-19	Appointment.
251-22	Holidays--Leave.
251-24	Employee development and training.

Chapter 251-04 WAC GENERAL PROVISIONS

WAC

251-04-160 Federal preemption—Fair Labor Standards Act.

WAC 251-04-160 Federal preemption—Fair Labor Standards Act. Institutions shall comply with higher education personnel board rules (Title 251 WAC) unless doing so would cause them to violate the Fair Labor Standards Act (29 U.S.C. 201 et seq.).

[Statutory Authority: Chapter 28B.16 RCW. 91-13-011, § 251-04-160, filed 6/7/91, effective 6/7/91.]

Chapter 251-08 WAC COMPENSATION

WAC

251-08-090 Salary—Periodic increment.
251-08-112 Salary—Reallocation.

WAC 251-08-090 Salary—Periodic increment. (1) Employees whose performance permits them to retain job status in the classified service shall receive periodic increments within the steps of the salary range. The salary of each employee shall be increased two steps on the periodic increment date and annually thereafter on the periodic increment date, not to exceed the maximum step of the range. An exception to the two step movement on the periodic increment date are those employees who occupy classes included in the higher education personnel board locality special pay plan per WAC 251-09-090 which applies only to University of Washington hospitals. The salary of each employee under this plan shall be increased as specified in the higher education personnel board hospital special pay plan.

(2) When the periodic increment date falls on the same effective date as another salary action, the periodic increment shall be applied prior to, and in addition to, any other action resulting in a salary increase or decrease.

[Statutory Authority: RCW 28B.16.100. 91-16-054, § 251-08-090, filed 8/1/91, effective 9/1/91; 85-20-049 (Order 136), § 251-08-090, filed 9/25/85; 84-16-067 (Order 119), § 251-08-090, filed 7/31/84; Order 61, § 251-08-090, filed 8/30/77, effective 10/1/77; Order 18, § 251-08-090, filed 10/25/72, effective 7/1/73; Order 1, § 251-08-090, filed 9/15/69.]

WAC 251-08-112 Salary—Reallocation. (1) An employee occupying a position that is reallocated to an existing class with a higher salary range maximum shall receive an increase in the same manner as is provided for promotion in WAC 251-08-110. The periodic increment date shall be established as provided in WAC 251-08-100.

(2) An employee occupying a position that is reallocated to an existing class with a lower salary maximum shall be placed in the salary step in the new range which is closest to the current salary, provided such salary does not exceed the top step of the new salary range.

(3) When reallocation is necessary because the board has created, abolished, or modified a class, the incumbent will remain in the position and therefore will not be afforded layoff rights. Employees will be affected as follows:

(a) An employee occupying a position reallocated to a class with a lower salary range maximum will retain his/her salary as of the date preceding the effective date of the board's action and will be allowed to achieve the salary maximum of the former class. The employee will lose the right to such salary maintenance if he/she subsequently voluntarily demotes, promotes, or moves to another class;

(b) An employee occupying a position reallocated to a class with a higher salary range maximum will have his/her salary adjusted to the same step in the new range as was held in the previous range. The periodic increment date of the affected employee will remain unchanged;

(c) Reallocations due to the board's creation, abolishment, or modification of a class become effective on the effective date of the board's action.

[Statutory Authority: Chapter 28B.16 RCW. 91-13-011, § 251-08-112, filed 6/7/91, effective 6/7/91. Statutory Authority: RCW 28B.16.100. 91-10-003, § 251-08-112, filed 4/18/91, effective 6/1/91; 88-02-027 (Order 166), § 251-08-112, filed 12/31/87, effective 2/1/88; 87-20-024 (Order 160), § 251-08-112, filed 9/30/87; 78-06-068 (Order 68), § 251-08-112, filed 5/25/78, effective 7/1/78; Order 61, § 251-08-112, filed 8/30/77, effective 10/1/77.]

Chapter 251-09 WAC HOURS OF WORK--PREMIUM PAY

WAC

251-09-020 Work period designations.

WAC 251-09-020 Work period designations. Each position will be assigned by the personnel officer to one of the work period designations identified below, and employees will be informed of their eligibility for overtime compensation.

(1) **Scheduled work periods**, within which there are three work schedules:

(a) **Regular work schedule.** The regular work schedule for full-time classified employees shall consist of five consecutive and uniformly scheduled eight hour days in a seven day period. Uniformly scheduled means a daily repetition of the same working hours and a weekly repetition of the same working days.

(b) **Alternate work schedule.** Operational necessity or employee convenience may require positions that are normally designated regular work schedule to work an alternate forty hour work schedule (other than five uniform and consecutive eight hour days in a seven day period), or as provided by the Washington state minimum wage law in conjunction with the federal law which provides for an eighty hour workweek in a fourteen day period for hospital personnel. Alternate work schedules shall be made available upon request of the director.

(c) **Emergency response fire officer work schedule.** Institutions which operate an emergency response fire department may establish work week schedules for

emergency response personnel which provide for a daily work shift of twenty-four hours. The weekly schedule shall provide for at least forty-eight hours, but not more than fifty-six hours, as required to meet operational requirements. Emergency response personnel assigned to twenty-four hour schedules shall be subject to the following conditions:

(i) All rules in chapter 251-22 WAC shall apply.

(ii) Changes to the established work schedule shall be made as provided in WAC 251-09-025.

(iii) Shift differential shall not be paid.

(iv) Overtime shall be paid for work performed in excess of the scheduled daily work shift or the scheduled work week. The overtime compensation shall be as provided in WAC 251-09-030 (2) and (3).

(v) Holidays shall be as provided in WAC 251-22-040 and 251-22-045. When assigned to work on a designated holiday, emergency response personnel shall receive their regular daily pay plus eight hours of holiday pay. Compensation for the eight hours of holiday time shall be at the rate of time and one-half.

(2) **Nonscheduled work period.** The nonscheduled work period designation applies to those positions for which the hours cannot be scheduled but which work a forty hour week and do not meet any of the other work period designations. The personnel officer shall designate positions as nonscheduled in accordance with the institution's procedure approved by the director.

(3) **Excepted work period.** The excepted work period designation applies to classes and positions which meet the Fair Labor Standards Act definitions of executive, administrative, or professional employees. Each personnel officer will be responsible for determining the positions designated "excepted" at his/her institution.

[Statutory Authority: RCW 28B.16:100. 91-16-054, § 251-09-020, filed 8/1/91, effective 9/1/91; 83-20-020 (Order 108), § 251-09-020, filed 9/23/83, effective 10/24/83; 79-12-088 (Order 81), § 251-09-020, filed 12/3/79; Order 62, § 251-09-020, filed 8/30/77, effective 10/1/77.]

Chapter 251-10 WAC RESIGNATION--LAYOFF--SEPARATION

WAC

251-10-080 Reasonable accommodation--Reemployment.

WAC 251-10-080 Reasonable accommodation--Reemployment. Each institution shall provide the access to reemployment provided in this section for former permanent classified employees of the institution who have submitted a written request to the personnel officer for reemployment within three years of separation pursuant to WAC 251-10-070. The provisions outlined in this section are requirements of either the former employee or the institution but need not necessarily be performed in the order listed.

(1) To be eligible for reemployment the former employee must:

(a) Complete and submit an application(s) for reemployment;

(b) Submit to the personnel officer a physician's statement affirming the former employee's fitness to return to work and specifying any work restrictions due to a physical, sensory, or mental disability of the individual;

(i) The physician's statement must directly reference the duties specified in the job description for the position(s) or class(es) for which the former employee may be qualified;

(ii) If the physician's statement provides inadequate information, the former employee will obtain the necessary clarification from the physician or will provide a release to the institution to communicate directly with the physician regarding the disabling condition as it relates to employment. Such information will be obtained at the former employee's expense;

(iii) The employer may require that the former employee be examined by a physician of the employer's choice and at the employer's expense.

(c) Meet the minimum qualifications and pass the examination for the class(es).

(2) The institution will provide assistance, such as the following, to the individual seeking reemployment under this section:

(a) Assessment of job classes for which the former employee is qualified;

(b) Assistance regarding the employment/application process;

(c) Placement on appropriate eligible lists through the competitive process per WAC 251-17-090 (2) and (4);

(d) Access to institution staff training programs relevant to job categories for which the former employee might become qualified.

[Statutory Authority: RCW 28B.16.100. 92-01-031, § 251-10-080, filed 12/6/91, effective 2/1/92; 89-08-003 (Order 176), § 251-10-080, filed 3/23/89, effective 5/1/89.]

Chapter 251-12 WAC APPEALS

WAC

251-12-085 Hearing examiners.

WAC 251-12-085 Hearing examiners. (1) The board may appoint one or more hearing examiners to preside over, conduct and make recommended decisions in all cases of employee appeals to the board. The hearing examiner shall conduct hearings in the same manner and shall have the same authority as the presiding board member at hearings before the board. The hearing examiner shall also have the authority to do the following:

(a) Determine the order of presentation of evidence;

(b) Administer oaths and affirmations;

(c) Issue subpoenas;

(d) Rule on procedural matters, objections, and motions;

(e) Rule on offers of proof and receive relevant evidence;

(f) Take any appropriate action necessary to maintain order during the hearing;

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(g) Permit or require oral argument or briefs and determine the time limits for submission thereof; and

(h) Take any other action necessary and authorized by any applicable statute or rule.

(2) With the exclusion of WAC 251-12-076, within thirty calendar days of the hearing, the hearing examiner shall issue a recommended decision which shall be transmitted to the board and be served upon the parties by certified mail with a statement regarding the right to file exceptions to the recommended decision.

(3) Within thirty calendar days of service of the recommended decision, any party adversely affected may file written exceptions with the board.

(4) If no written exceptions are filed, the hearing examiner's recommended decision will become final forty calendar days after service of the recommended decision unless within that period the board issues a notice to each of the parties that a hearing will be scheduled for reconsideration of the hearing examiner's recommended decision.

(5) When exceptions are filed, such written statements shall include in detail the specific items of the hearing examiner's recommended decision to which exception is taken. A hearing on the exceptions will be scheduled before the board at which time all parties may present oral argument on the basis of the transcript and exhibits. Written argument may be presented in accordance with WAC 251-12-099. Following the hearing on the exceptions the board may affirm, reverse, or modify the recommended findings of fact, conclusions of law and/or decision of the hearing examiner.

[Statutory Authority: RCW 28B.16.100. 91-10-002, § 251-12-085, filed 4/18/91, effective 6/1/91; 90-13-017, § 251-12-085, filed 6/8/90, effective 7/9/90. Statutory Authority: RCW 28B.16.100, 34-.05.220 and [34.05.]250. 89-22-020, § 251-12-085, filed 10/24/89, effective 12/1/89. Statutory Authority: RCW 28B.16.100. 87-20-025 (Order 161), § 251-12-085, filed 9/30/87; Order 61, § 251-12-085, filed 8/30/77, effective 10/1/77.]

Chapter 251-19 WAC APPOINTMENT

WAC

251-19-120

Appointment—Temporary.

251-19-155

Workers' compensation—Return-to-work—Purpose.

251-19-156

Workers' compensation—Return-to-work—

Opportunity.

251-19-157

Workers' compensation—Return-to-work—Program.

251-19-158

Workers' compensation—Return-to-work—

Eligibility.

251-19-160

Appointment—Conversion of exempt position.

WAC 251-19-120 Appointment—Temporary. (1) Temporary appointment may be made only to meet employment conditions set forth in the definition of "temporary appointment" in WAC 251-01-415.

(2) Temporary appointment to perform work in the absence of an employee on leave for more than six consecutive months shall be made following certification from appropriate eligible lists of eligibles who have indicated willingness to accept such temporary appointment. Employees appointed to classified positions in accordance with this subsection are covered by chapter 28B.16

RCW and Title 251 WAC. Temporary appointment made in accordance with this subsection is not limited to the one thousand fifty hours in any twelve consecutive month period from the original date of hire limitation, or October 1, 1989, whichever is later, identified in WAC 251-01-415(2) and 251-12-600.

(3) The employing official may temporarily assign a classified employee the duties and responsibilities of a higher-level class for a period of less than six consecutive months. The salary shall be determined per WAC 251-08-110.

(4) Temporary appointment to positions identified in the definition of "temporary appointment" in WAC 251-01-415 (2) and (3) may be made without regard to the rules governing appointment.

(5) A permanent classified employee accepting temporary appointment to a position identified in the definition of "temporary appointment" in WAC 251-01-415 (1), (2), and (3), shall retain and continue to receive all rights and benefits provided by these rules for the duration of the temporary appointment.

(6) At the conclusion of a temporary appointment made in accordance with these rules, a permanent employee shall have the right to revert to his/her former position or to an equivalent position.

(7) Each institution shall develop for director approval a procedure which indicates its system for controlling and monitoring exempt positions as identified in RCW 28B.16.040(2).

(8) An institution may petition the director in writing for approval of exceptions to these requirements. The director will annually review the appropriateness of exceptions granted and advise the board.

(9) No temporary appointment shall take the place of employees laid off due to lack of work or lack of funds.

[Statutory Authority: RCW 28B.16.100. 91-10-002, § 251-19-120, filed 4/18/91, effective 6/1/91. Statutory Authority: RCW 28B.16.100, 28B.16.040(2) and 70.24.300. 90-01-007, § 251-19-120, filed 12/7/89, effective 1/7/90. Statutory Authority: RCW 28B.16.100. 89-13-074 (Order 179), § 251-19-120, filed 6/21/89, effective 10/1/89; 88-02-018 (Order 165), § 251-19-120, filed 12/30/87, effective 2/1/88.]

WAC 251-19-155 Workers' compensation--Return-to-work--Purpose. To establish a return-to-work program for permanent state employees who are receiving compensation under RCW 51.32.090 and who are, by reason of their temporary disability, unable to return to their previous work but are capable of carrying out work of a lighter or modified nature.

[Statutory Authority: RCW 28B.16.100. 91-10-001, § 251-19-155, filed 4/18/91, effective 6/1/91.]

WAC 251-19-156 Workers' compensation--Return-to-work--Opportunity. Permanent state employees who are receiving compensation under RCW 51.32.090 shall have the opportunity for return-to-work state-wide when appropriate job classifications are not available in the institution of higher education that is the appointing authority at the time of qualifying injury. All institutions of higher education must coordinate and cooperate

with one another and with other state agencies to provide the opportunity for return-to-work state-wide.

[Statutory Authority: RCW 28B.16.100. 91-10-001, § 251-19-156, filed 4/18/91, effective 6/1/91.]

WAC 251-19-157 Workers' compensation--Return-to-work--Program. Each institution of higher education shall establish a state employee return-to-work policy. It will be the responsibility of each institution to:

(1) Adopt a written return-to-work policy and submit a copy to the higher education personnel board to be kept on file. Prior to adoption, the institution shall publish a copy of the proposed policy utilizing reasonable means of communication available to the institution and allow reasonable time for comment by interested parties.

(2) Take into consideration the special nature of employment in the institution.

(3) Name an institution representative responsible for coordinating the return-to-work program of the institution. At a minimum, the return-to-work coordinator will determine employee interests and availability regarding employment locations and types of employment, contact return-to-work coordinators at employment locations the employee has identified to facilitate identification of potential return-to-work opportunities, and submit completed forms to appropriate return-to-work coordinators. The director of the higher education personnel board will compile and maintain a list of all institution return-to-work coordinators.

(4) Provide all classified employees with information regarding the institution return-to-work policy.

(5) Train supervisors on implementation of the return-to-work policy, including but not limited to assessment of the appropriateness of the return-to-work job for the employee.

(6) Coordinate participation of applicable employee assistance programs, as appropriate.

(7) Provide alternative work opportunities of limited duration to permanent employees who are eligible for the return-to-work program if possible. Such alternative employment opportunities may include work described under WAC 251-04-040.

[Statutory Authority: RCW 28B.16.100. 91-10-001, § 251-19-157, filed 4/18/91, effective 6/1/91.]

WAC 251-19-158 Workers' compensation--Return-to-work--Eligibility. Employees are eligible to participate in the return-to-work program under the following conditions:

(1) The employee is a permanent classified state employee.

(2) The employee is receiving compensation under RCW 51.32.090.

(3) The employee has a temporary disability which makes the employee temporarily unable to return to his/her previous work, but the employee is capable of carrying out work of a lighter or modified nature as evidenced by a written statement from a physician.

[Statutory Authority: RCW 28B.16.100. 91-10-001, § 251-19-158, filed 4/18/91, effective 6/1/91.]

WAC 251-19-160 Appointment--Conversion of exempt position. (1) Incumbents of positions which are converted from exempt to classified service for the following reasons may be placed within the classified service as provided in subsections (2) through (9) of this section:

(a) When it has been determined that the exempt position does not meet the criteria for exemption per WAC 251-04-040 (1), (7), (8), or (9) and thus is inappropriately exempt;

(b) When an organizational realignment has caused the exempt position to become inappropriately exempt by no longer meeting the criteria for exemption per WAC 251-04-040 (1), (7), (8), or (9); or

(c) When an institution elects to convert a position which has been exempt per the provisions of WAC 251-04-040(9).

(2) An incumbent whose position is converted as indicated in subsection (1)(c) of this section must have served a minimum of one year in the position being converted in order to be subject to the provisions of this section.

(3) The incumbent shall not be required to pass a qualifying examination or meet the minimum qualifications for entry into the class.

(4) The incumbent shall enter the classified position with permanent status unless he/she has been employed less than six months in the exempt position being converted, in which case he/she shall hold probationary status until a total of six months has been served.

(5) The incumbent shall be placed at the first step within the salary range or range extension which is not less than the current exempt salary.

(6) The periodic increment date shall be established based on the date of conversion to the classified service or the date of last salary increase, whichever is sooner. Those employees at or above the top step of the new range shall not be assigned a P.I.D.

(7) The incumbent shall be credited with unused accrued sick leave on the books at the time of conversion and shall continue to accrue at the rate of one day per month as provided in WAC 251-22-100.

(8) The incumbent shall be credited with unused accrued vacation leave on the books at the time of conversion and shall accrue at the same rate as for classified employees as provided in WAC 251-22-060.

(9) Layoff seniority for the incumbent shall be established based upon unbroken service at the institution.

[Statutory Authority: RCW 28B.16.100. 91-10-002, § 251-19-160, filed 4/18/91, effective 6/1/91; 88-02-018 (Order 165), § 251-19-160, filed 12/30/87, effective 2/1/88.]

Chapter 251-22 WAC HOLIDAYS--LEAVE

WAC	
251-22-112	Bereavement leave.
251-22-170	Military leave.
251-22-215	Leave of absence without pay--Excepted work period.
251-22-250	Shared leave.

WAC 251-22-112 Bereavement leave. Paid leave in addition to that as provided in WAC 251-22-100 shall be granted for bereavement as follows:

One day of bereavement leave shall be granted for each death of a family member or household member as defined in WAC 251-22-250(2). Bereavement leave may be extended to a maximum of three days with the approval of the employing official and the personnel officer.

[Statutory Authority: Chapter 28B.16 RCW. 91-13-012, § 251-22-112, filed 6/7/91, effective 8/1/91. Statutory Authority: RCW 28B.16.100. 87-14-051 (Order 156), § 251-22-112, filed 7/1/87, effective 8/1/87; Order 61, § 251-22-112, filed 8/30/77, effective 10/1/77.]

WAC 251-22-170 Military leave. (1) Employees shall be entitled to military leave with pay not to exceed fifteen working days in any one calendar year in order to report for active duty, when called, or to take part in active training duty in such manner and at such time as they may be ordered to active duty or active training duty in the Washington National Guard or of the Army, Navy, Air Force, Coast Guard, or Marine Corps reserve of the United States or of any organized reserve or armed forces of the United States.

(2) Such leave shall be in addition to any vacation and sick leave to which an employee is entitled and shall not result in any reduction of benefits, performance ratings, privileges or pay.

(3) During military leave, the employee shall receive the normal base pay.

(4) Employees required to appear during working hours for a physical examination to determine physical fitness for military service shall receive full pay for the time required to complete the examination.

[Statutory Authority: RCW 28B.16.100. 91-16-054, § 251-22-170, filed 8/1/91, effective 9/1/91. Statutory Authority: RCW 28B.16.100 and 38.40.060. 89-22-018, § 251-22-170, filed 10/24/89, effective 12/1/89. Statutory Authority: RCW 28B.16.100. 87-20-025 (Order 161), § 251-22-170, filed 9/30/87; 83-20-020 (Order 108), § 251-22-170, filed 9/23/83, effective 10/24/83; Order 61, § 251-22-170, filed 8/30/77, effective 10/1/77; Order 3, § 251-22-170, filed 1/15/71.]

WAC 251-22-215 Leave of absence without pay--Excepted work period. Notwithstanding any other provision of Title 251 WAC, excepted work period employees shall not be charged leave of absence without pay for partial days of absence.

[Statutory Authority: Chapter 28B.16 RCW. 91-13-011, § 251-22-215, filed 6/7/91, effective 6/7/91.]

WAC 251-22-250 Shared leave. The purpose of the Washington state leave sharing program is to permit state employees, at no significantly increased cost to the state of providing annual leave, to come to the aid of another state employee who is suffering from or has a relative or household member suffering from an extraordinary or severe illness, injury, impairment, or physical or mental condition which has caused or is likely to cause the employee to take leave without pay or terminate his or her employment. For purposes of the

Washington state leave sharing program, the following definitions apply:

(1) "Employee's relative" normally shall be limited to the employee's spouse, child, stepchild, grandchild, grandparent, or parent.

(2) "Household members" is defined as persons who reside in the same home who have reciprocal duties to and do provide financial support for one another. This term shall include, but is not limited to, foster children and legal wards. The term does not include persons sharing the same general house when the living style is primarily that of a dormitory or commune.

(3) "Severe" or "extraordinary" condition is defined as serious or extreme and/or life threatening.

[Statutory Authority: Chapter 28B.16 RCW. 91-13-012, § 251-22-250, filed 6/7/91, effective 8/1/91. Statutory Authority: RCW 28B.16.100 and chapter 41.04 RCW. 89-22-019, § 251-22-250, filed 10/24/89, effective 12/1/89.]

Chapter 251-24 WAC

EMPLOYEE DEVELOPMENT AND TRAINING

WAC

251-24-030 Training and development programs—Contents.

WAC 251-24-030 Training and development programs—Contents. Each institution will develop and maintain on file with the board (subject to approval by the director) an employee training and development plan that provides as a minimum:

(1) The policy and objectives of the institution concerning training and development programs;

(2) The institution's policy regarding training program expenses;

(3) Identification of the person(s) responsible for employee training and development programs;

(4) Provision for the identification and appraisal of training and development needs;

(5) The identification of proposed training activities in the following areas:

(a) New employee orientation;

(b) Functional training, such as in accounting, data processing, office administration and job skills;

(c) System training, such as affirmative action, labor relations and safety;

(d) Professional/technical training;

(e) Management and organizational development;

(f) The institution's off-hour training or continuing education program;

(g) Specific training in the prevention, transmission, and treatment of HIV and AIDS for those employees who have a substantial likelihood of on-the-job exposure to the human immunodeficiency virus or acquired immunodeficiency syndrome virus;

(h) Training of supervisors on implementation of the institution return-to-work policy, including but not limited to assessment of the appropriateness of the return-to-work job for the employee;

(6) Provision specifying the manner of selecting employees for training or development programs;

(7) Provision for training records of employee participation;

(8) Provision for training and upgrading of skills of women and members of racial or ethnic minority groups as part of the institution's affirmative action program, including special training programs to achieve corrective action for underutilization of minority or female employees;

(9) Involvement of a representative group of employees in the development of the institution's training policy and plans;

(10) Provision for evaluation of training and development programs;

(11) The criteria by which the institution may provide employees the opportunity to attend class instruction in academic session during regular working hours;

(12) The institution's policy regarding release time during work hours for training course attendance;

(13) Provision for access to in-house training and development programs for former permanent employees returning from separation as set forth in WAC 251-10-070.

[Statutory Authority: RCW 28B.16.100. 91-10-001, § 251-24-030, filed 4/18/91, effective 6/1/91; 89-13-075 (Order 180), § 251-24-030, filed 6/21/89, effective 8/1/89; 89-08-003 (Order 176), § 251-24-030, filed 3/23/89, effective 5/1/89; Order 61, § 251-24-030, filed 8/30/77, effective 10/1/77; Order 29, § 251-24-030, filed 1/22/74.]

Title 260 WAC

HORSE RACING COMMISSION

Chapters

- 260-20 Association grounds and facilities.
- 260-32 Jockeys, apprentices and agents.
- 260-36 Occupational permits and licenses.
- 260-75 Satellite locations.

Chapter 260-20 WAC

ASSOCIATION GROUNDS AND FACILITIES

WAC

260-20-080 Repealed.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

260-20-080 Exclusion of certain horses, five years or older. [Rules of racing, § 23, filed 4/21/61.] Repealed by 91-17-074, filed 8/21/91, effective 9/21/91. Statutory Authority: RCW 67.16.040.

WAC 260-20-080 Repealed. See Disposition Table at beginning of this chapter.

Chapter 260-32 WAC

JOCKEYS, APPRENTICES AND AGENTS

WAC

260-32-190 Temporary suspension.