

**RULES
OF
TENNESSEE DEPARTMENT OF HUMAN RESOURCES**

**CHAPTER 1120-09
EMPLOYEE RELATIONS**

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1120-09-.01 TENNESSEE EMPLOYEES CHARITABLE CAMPAIGN. The Tennessee Employees Charitable Campaign will be coordinated annually by the Department. The Governor and the Commissioner will be designated as chair and co-chair respectively.

Employees may contribute through payroll deduction to social services and health agencies authorized by the Commissioner. Procedures and methods for deductions of monies are at the discretion of the Governor, the Commissioner and the Commissioner of Finance and Administration.

Authority: T.C.A. § 8-30-202, 8-30-203, and 8-30-204. **Administrative History:** (For history prior to January 2, 1988 see pages 1-2 of the Introduction at the beginning of the chapters.) Repeal and new rule filed November 18, 1987; effective January 2, 1988. Repeal and new rule filed December 14, 2010; effective May 31, 2011.

1120-09-.02 SICK LEAVE BANK. The Department will administer a bank which grants paid sick leave to qualifying members who are medically certified as unable to perform the duties of their jobs as a result of a personal illness, injury, accident, disability, medical condition, or quarantine and who have exhausted all their personal sick, compensatory, and annual leave balances.

Authority: T.C.A. §§ 8-50-901 through 8-50-910. **Administrative History:** (For history prior to January 2, 1988 see pages 1-2 of the Introduction at the beginning of the chapters.) Repeal and new rule filed November 18, 1987; effective January 2, 1988. Repeal and new rule filed December 14, 2010; effective May 31, 2011.

1120-09-.03 EMPLOYEE SERVICE AWARDS.

- (1) The Department will provide a consistent and uniform system through which employees will receive appropriate recognition for their service to state government. Each participating agency will verify eligible employees' length of service and submit a request for awards to the appropriate vender.
- (2) Service award credit will be given for the same periods of employment in state government as are recognized by the Tennessee Consolidated Retirement System for retirement credit, excluding any service credit recognized by the Tennessee Consolidated Retirement System for service in local governments or the public school systems other than State owned and operated schools.
- (3) Service awards will be presented following five (5) years of creditable service and at each increment of five (5) years thereafter.
- (4) Awards provided by the Department will be at the discretion of the Commissioner.

(Rule 1120-09-.03, continued)

Authority: T.C.A. § 8-30-202, 8-30-203, and 8-30-204. **Administrative History:** (For history prior to January 2, 1988 see pages 1-2 of the Introduction at the beginning of the chapters.) Repeal and new rule filed November 18, 1987; effective January 2, 1988. Repeal and new rule filed December 14, 2010; effective May 11, 2011.

1120-09-.04 EMPLOYEE SUGGESTION AWARD PROGRAM. The Department will administer the Employee Suggestion Award Program in accordance with guidelines set forth in T.C.A. § 4-27-101, et seq. Under this program, cash or honorary awards may be made to state employees and retired state employees whose adopted suggestions result in substantial savings or improvement in state operations.

Authority: T.C.A. §§ 4-27-101 through 4-27-105, 8-30-202, 8-30-203, and 8-30-204. **Administrative History:** (For history prior to January 2, 1988 see pages 1-2 of the Introduction at the beginning of the chapters.) Repeal and new rule filed November 18, 1987; effective January 2, 1988. Repealed and new rule filed August 25, 1994; effective December 29, 1994. Repeal and new rule filed December 14, 2010; effective May 31, 2011.

1120-09-.05 REPEALED.

Authority: T.C.A. § 8-30-202, 8-30-203 and 8-30-204. **Administrative History:** (For history prior to January 2, 1988 see pages 1-2 of the Introduction at the beginning of the chapters.) Repeal and new rule filed November 18, 1987; effective January 2, 1988. Repealed and new rule filed August 25, 1994; effective December 29, 1994. Repeal filed December 14, 2010; effective May 31, 2011.

1120-09-.06 REPEALED.

Authority: T.C.A. § 4-27-101, et seq., 8-30-202, 8-30-203 and 8-30-204. **Administrative History:** (For history prior to January 2, 1988 see pages 1-2 of the Introduction at the beginning of the chapters.) Repeal and new rule filed November 18, 1987; effective January 2, 1988. Repeal filed December 14, 2010; effective May 31, 2011.