

**HUMAN RESOURCES DEPARTMENT**



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**MEMORANDUM**

**TO:** City of North Little Rock Full Time Civil Service Commission Employees  
**FROM:** Mike Ross, Chairman  
**DATE:** September 23, 2013  
**RE:** Civil Service Commission Rules and Regulations

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**ACKNOWLEDGEMENT OF RECEIPT**

Attached are the updated Civil Service Commission Rules and Regulations adopted on December 11, 2008 and updated September 12, 2013:

I understand that compliance with the rules and regulations is required. I also understand that it is my responsibility to read the rules and regulations and to ask for clarification from my department head about any individual rule or regulation that I do not understand.

\_\_\_\_\_  
Employee **Print Name** and Employee #

\_\_\_\_\_  
Department

\_\_\_\_\_  
Employee (**Signature**)

\_\_\_\_\_  
Date Signed

Enclosure: 1