

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

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