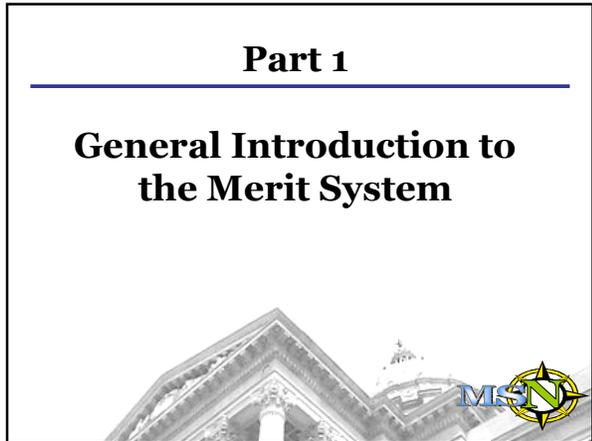


## Part 1

### General Introduction to the Merit System



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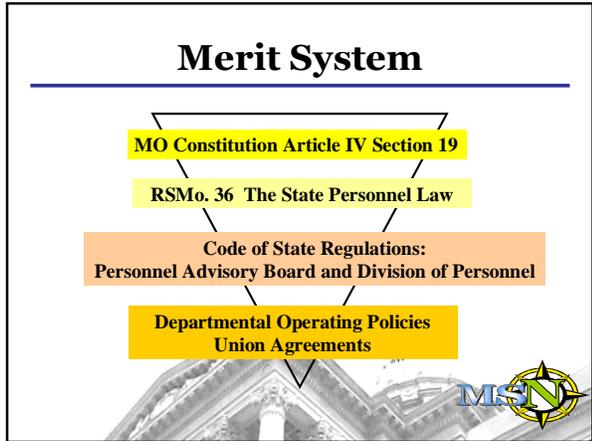
## Merit System

MO Constitution Article IV Section 19

RSMo. 36 The State Personnel Law

Code of State Regulations:  
Personnel Advisory Board and Division of Personnel

Departmental Operating Policies  
Union Agreements



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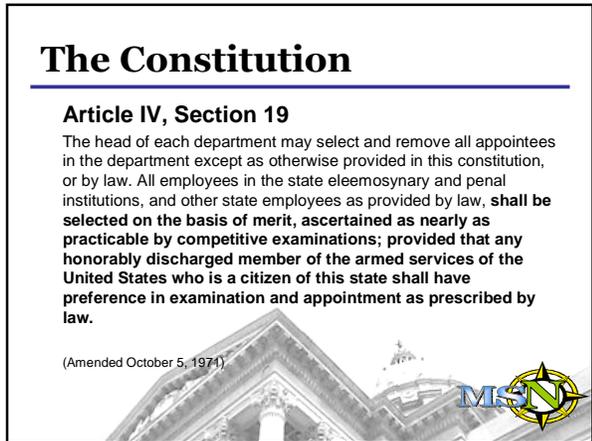
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## The Constitution

### Article IV, Section 19

The head of each department may select and remove all appointees in the department except as otherwise provided in this constitution, or by law. All employees in the state eleemosynary and penal institutions, and other state employees as provided by law, shall be selected on the basis of merit, ascertained as nearly as practicable by competitive examinations; provided that any honorably discharged member of the armed services of the United States who is a citizen of this state shall have preference in examination and appointment as prescribed by law.

(Amended October 5, 1971)



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## What is the Missouri Merit System?

A personnel system established by law designed to protect employees from arbitrary action, personal favoritism and political coercion, and which uses a competitive examination process for selection. Except for cause, continued employment is provided.



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## The Missouri Merit System

"...governs the appointment, promotion, transfer, layoff, removal and discipline of employees and officers and other incidents of employment in divisions of service subject hereto, and all appointments and promotions to positions subject to this law shall be made on the basis of merit and fitness."

36.030 3. RSMo

*Employees are to be selected on the basis of merit, and, once selected, are to be dismissed only for cause.*



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## What's the Difference?

### What distinguishes "Merit System" agencies from other agencies?

- The manner in which employees are hired.
- The manner in which employees may be separated.
- Protections against transfer and demotion of employees.
- Political activity



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### **The Pay System (UCP)**

- The Pay System is broader than just the Merit System agencies.
- “Merit pay” is assumed to be part of the Merit System.
- The Uniform Classification and Pay System is an expansion of the former Merit System pay plan to some non-merit agencies.



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### **Appointing Authority** 36.020(2) RSMo

- **“An officer or agency subject to Chapter 36, having the power to make appointments”**
- May recommend change to allocation of positions
- Establishes agency policy regarding
  - Appointments & probationary periods
  - Conflicting employment (secondary appointments)
  - Rates of pay within the pay range
  - Hours of work, overtime,
  - Discipline
  - Transfers



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