

STATE OF ARKANSAS
EXECUTIVE DEPARTMENT

PROCLAMATION

EO 15-01

TO ALL TO WHOM THESE PRESENTS COME -- GREETINGS:

AN EXECUTIVE ORDER ON THE STATE'S POLICY ON HIRING

WHEREAS: As Governor of the State of Arkansas, I am committed to preserving and protecting the financial integrity of our state; and

WHEREAS: It is imperative that the size of Arkansas's State government should be strictly monitored to prevent unnecessary spending; and

WHEREAS: Arkansas State government expenditures cannot exceed available funding levels; and

WHEREAS: Transparency and accountability promote monitoring and review of payroll expenditures;

NOW, THEREFORE, I, ASA HUTCHINSON, acting under the authority vested in me as Governor of the State of Arkansas, do hereby order the following:

1. That a moratorium on hiring is necessary to promote the fiscal efficiency and financial integrity of the State of Arkansas.
2. That all state offices, departments and agencies shall refrain from filling vacant positions including replacement positions and new budgeted positions unless it is determined that a legitimate business need requires the position to be filled.
 - a) Replacement position is defined as backfilling a job at the same title and grade as a result of employee turnover, i.e., resignation, retirement, promotion, involuntary termination, etc.
 - b) New Budgeted Position is defined as a position that has been approved through the budgeting process but has not been filled.
3. That all state offices, departments and agencies submit requests to fill vacant positions to the Department of Finance and Administration to the attention of the Administrator, Office of Personnel Management, for final consideration by the Governor's Executive Review on all requests to fill replacement positions or new budgeted positions.
4. That upon determination of legitimate business need and approval by the Governor, positions will be advertised in accordance with guidelines established in the Uniform Classification and Compensation Act (A.C.A. §§ 21-5-201, *et seq.*) and notification of the vacancy submitted to the Department of Finance and Administration, Office of Personnel Management. The Agency Director will be held personally accountable for adhering to these guidelines.
5. That this hiring freeze does not apply to positions authorized by any federally-funded public employment effort.
6. That the Department of Finance and Administration shall promulgate rules, regulations, policies and/or procedures for the implementation and administration of this order.

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7. The provisions of this Order shall not apply to the members of the Legislature, or to any employees of, or positions in the Legislative branch of Arkansas State government; the Justices of the Supreme Court, Judges of the Court of Appeals, Judges of the Circuit Courts, Judges of the Inferior Courts, or to any employee of, or position in the Judicial branch of Arkansas State government; officers, employees, and academic personnel of State institutions of higher education; elective officers of the State and any employee of the offices of Governor, Lieutenant Governor, Attorney General, Secretary of State, State Auditor, Land Commissioner, State Treasurer; and members and staff of multimember boards, commissions, or committees whether the members thereof are elected or appointed by the Governor or other authority, serve ex-officio, or are otherwise chosen; employees of the Arkansas Highway and Transportation Department, and the Arkansas Game and Fish Commission; provided, however, that any agency, department, board, commission or office of State Government exempted as herein above stated may voluntarily agree to be covered by the provisions of this Executive Order.

This Executive Order shall become effective upon its signing, and shall remain in full force and effect until amended or rescinded by further executive orders. All previous Executive Orders are hereby rescinded to the extent they conflict with the provisions herein.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Arkansas to be affixed at the Capitol in Little Rock on the 14th day of January, in the year of our Lord 2015.



ASA HUTCHINSON, GOVERNOR

MARK MARTIN, SECRETARY OF STATE