



- 1120-03-.02 *Classification Plan*
- 1120-03-.03 *Classification Specifications*
- 1120-03-.04 *Use of Classification Titles*
- 1120-03-.05 *Position Classification Actions*

**Human Resources**

1120-04

Cash Compensation

- 1120-04-.01 *The Compensation Plan*
- 1120-04-.02 *Changes to the Compensation Plan*
- 1120-04-.03 *Appointments*
- 1120-04-.04 *Promotions*
- 1120-04-.05 *Demotions*
- 1120-04-.06 *Involuntary Reduction in Rank*
- 1120-04-.07 *Voluntary Reduction in Rank*
- 1120-04-.08 *Employee Transfer and Lateral Reclassification*
- 1120-04-.09 *Rates Above Specified Salary Range*
- 1120-04-.10 *Salary Grade Adjustments*
- 1120-04-.11 *Salary Increases for Obtaining Professional Certification*
- 1120-04-.12 *Longevity*
- 1120-04-.13 *Merit Pay or Salary Step Adjustments*
- 1120-04-.14 *Salary Differentials*
- 1120-04-.15 *Assigning Duties of a Higher Level Classification*
- 1120-04-.16 *Fair Labor Standards Act*

**Human Resources**

1120-05

Job Performance Planning and Evaluation

- 1120-05-.01 *Evaluations*
- 1120-05-.02 *Employees to be Evaluated*
- 1120-05-.03 *Evaluation Process*
- 1120-05-.04 *Use in Making Human Resources Decisions*
- 1120-05-.05 *Records*
- 1120-05-.06 *Training*
- 1120-05-.07 *Appeal*

**Human Resources**

1120-06

Attendance and Leave

- 1120-06-.01 *Responsibility*
- 1120-06-.02 *Regular Work Schedule*
- 1120-06-.03 *Workweek*
- 1120-06-.04 *Cash Overtime and/or Accrual of Compensatory Time*
- 1120-06-.05 *Compensatory Time*
- 1120-06-.06 *Lunch Period*
- 1120-06-.07 *Rest Breaks*
- 1120-06-.08 *Absence Due to Specific Circumstances*
- 1120-06-.09 *Eligibility to Accrue Leave*
- 1120-06-.10 *Annual Leave*
- 1120-06-.11 *Sick Leave*
- 1120-06-.12 *Bereavement Leave*
- 1120-06-.13 *Special Leave*
- 1120-06-.14 *Holidays*
- 1120-06-.15 *Civil Leave*
- 1120-06-.16 *Educational Leave*
- 1120-06-.17 *Military Leave*
- 1120-06-.18 *Administrative Leave for Disaster*
- 1120-06-.19 *Parental Leave*
- 1120-06-.20 *Family and Medical Leave*
- 1120-06-.21 *Division of Claims Administration Leave*
- 1120-06-.22 *Terminal Leave*
- 1120-06-.23 *Accrued Leave Paid at Death*
- 1120-06-.24 *Paid Leave for Excused Absences*
- 1120-06-.25 *Responsibility for Records and Reports*

|                                     |                   |  |
|-------------------------------------|-------------------|--|
| <b>Human Resources</b>              | <u>1120-07</u>    | Equal Employment Opportunities<br>1120-07-.01 <i>Statement of Policy</i><br>1120-07-.02 <i>Agency Responsibilities</i><br>1120-07-.03 <i>Department of Human Resources Responsibilities</i>  |
| <b>Human Resources</b>              | <u>1120-08</u>    | Learning and Development<br>1120-08-.01 <i>Learning and Development Provided by the Department</i><br>1120-08-.02 <i>Requests for Continuing Education and Learning</i><br>1120-08-.03 <i>Continuing Education and Learning</i><br>1120-08-.04 <i>Exclusions</i>   |
| <b>Human Resources</b>              | <u>1120-09</u>    | Programs Administered by the Department of Human Resources<br>1120-09-.01 <i>Tennessee Employees' Charitable Campaign</i><br>1120-09-.02 <i>Sick Leave Bank</i><br>1120-09-.03 <i>Employee Service Awards</i><br>1120-09-.04 <i>Employee Suggestion Award Program</i>  |
| <b>Human Resources</b>              | <u>1120-10</u>    | Disciplinary Actions<br>1120-10-.01 <i>Policy</i><br>1120-10-.02 <i>Minimum Due Process</i><br>1120-10-.03 <i>Exception to Minimum Due Process</i><br>1120-10-.04 <i>Causes for Disciplinary Action</i><br>1120-10-.05 <i>Examples of Disciplinary Offenses</i><br>1120-10-.06 <i>Progressive Discipline Action</i><br>1120-10-.07 <i>Review of Written Warning</i><br>1120-10-.08 <i>Executive Service Employee</i> |
| <b>Human Resources</b>              | <u>1120-11</u>    | Grievance<br>1120-11-.01 <i>Policy</i><br>1120-11-.02 <i>Responsibility</i><br>1120-11-.03 <i>Basic Standards</i><br>1120-11-.04 <i>Procedures</i><br>1120-11-.05 <i>Scope of Procedure</i><br>1120-11-.06 <i>Grievable Matters</i><br>1120-11-.07 <i>Exceptions and Non-Grievable Matters</i><br>1120-11-.08 <i>Technical Advice and Assistance</i>   |
| <b>Human Resources</b>              | <u>1120-12</u>    | Awards of Attorney's Fees and Costs<br>1120-12-.01 <i>Policy</i>   |
| <b>Human Resources</b>              | <u>1120-13</u>    | Rules and Regulations for Access to Public Records<br>1120-13-.01 <i>Production Costs</i><br>1120-13-.02 <i>Payment of Production Costs</i><br>1120-13-.03 <i>Waiver of Production Costs</i><br>1120-13-.04 <i>Reduction of Fees</i>   |
| <b>Environment and Conservation</b> | <u>1200-04-03</u> | General Water Quality Criteria<br>1200-04-03-.04 <i>Definitions</i><br>1200-04-03-.05 <i>Interpretation of Criteria</i>  |
| <b>Environment and Conservation</b> | <u>1200-04-05</u> | Permits, Effluent Limitations and Standards<br>1200-04-05-.02 <i>Definitions</i><br>1200-04-05-.14 <i>Animal Feeding Operations</i>  |
| <b>Environment and Conservation</b> | <u>1200-04-07</u> | Aquatic Resource Alteration<br>1200-04-07-.03 <i>Definitions</i><br>1200-04-07-.04 <i>Permits</i>  |
| <b>Finance and Administration</b>   | <u>1200-13-13</u> | TennCare Medicaid<br>1200-13-13-.10 <i>Exclusions</i>  |
| <b>Finance and Administration</b>   | <u>1200-13-14</u> | TennCare Standard<br>1200-13-14-.10 <i>Exclusions</i>  |

|               |                   |  |
|---------------|-------------------|--|
| <b>Safety</b> | <u>1340-01-10</u> | Motor Vehicle Accident Prevention Courses For Automobile Insurance Premium Reduction |
|               | 1340-01-10-.01    | <i>Purpose</i>   |
|               | 1340-01-10-.02    | <i>Definitions</i>   |
|               | 1340-01-10-.03    | <i>Motor Vehicle Accident Prevention Course Provider Requirements</i>                |
|               | 1340-01-10-.04    | <i>Motor Vehicle Accident Prevention Course Instructor Requirements</i>              |
|               | 1340-01-10-.05    | <i>Denial, Revocation or Suspension</i>  |
|               | 1340-01-10-.06    | <i>Hearings</i>  |

|               |                   |  |
|---------------|-------------------|--|
| <b>Safety</b> | <u>1340-03-05</u> | Passenger Transportation Compliance Review Procedures        |
|               | 1340-03-05-.01    | <i>Purpose</i>   |
|               | 1340-03-05-.02    | <i>Definitions</i>   |
|               | 1340-03-05-.03    | <i>Passenger Transportation Services Compliance Review</i>   |
|               | 1340-03-05-.04    | <i>Passenger Transportation Services Inspection Stickers</i> |
|               | 1340-03-05-.05    | <i>Inspection/Review Procedures</i>                          |
|               | 1340-03-05-.06    | <i>Out of Service Criteria</i>                               |
|               | 1340-03-05-.07    | <i>Penalties for Violations</i>                              |