



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

Department of Administration

SHELDON FISHER, COMMISSIONER

10th Fl. State Office Building
PO Box 110200
Juneau, AK 99811-0200
Main: 907.465.2200
Fax: 907.465.2135
www.doa.alaska.gov

June 1, 2015

Dear Alaska State Employee,

It is with regret I must notify you of the potential of a partial-government shutdown. This will impact your employment status with the State of Alaska. On behalf of Governor Walker as well as all of Commissioners, I assure you this action is no reflection on your service and is being taken solely due to the status of the fiscal year 2016 budget.

- For permanent and probationary employees in the classified service (typically this means you are represented by a union), you will be placed on layoff from your current position effective July 2, 2015. You will receive notice by text or email should your layoff be rescinded prior to July 2, 2015, or should you be recalled from layoff after July 2, 2015.
- For partially exempt and exempt employees (statutorily appointed employees), you will not need to report to work as of July 2, 2015. You will receive notice by text or email prior to July 2, 2015, should there be any changes to this direction, or after July 2, 2015, should your employment return to regular status.
- For non-permanent employees whose positions will continue beyond June 30, you will not need to report to work as of July 2, 2015, until further notice by text or email.
- For student, college, and graduate interns, you will not need to report to work as of July 2, 2015, until further notice by text or email.

This letter constitutes notice under your respective bargaining agreements or applicable statutes. No additional notice will be provided unless a budget becomes law prior to July 2, 2015, in which case this notice will be rescinded as outlined above.

We encourage you to monitor the State website for updates regarding the status of the fiscal year 2016 budget. To ensure timely receipt of a recall notice, all employees must subscribe to receive email or text updates by close of business July 2, 2015; please visit the Department of Administration website: <http://doa.alaska.gov/> to sign up (note: personal email address and cell phone should be used). In addition, we have set up a phone number to call to retrieve a recorded message regarding the partial-shutdown; call 907-465-4411 or 844-465-4688 (toll free in-state).

Information and a general FAQ are also available on the Division of Personnel & Labor Relations website at <http://doa.alaska.gov/dop/>. If you are a member of a collective bargaining unit, you may also want to contact your union for additional information; we are working closely with them. We are all here to assist you as much as possible.

Sincerely,

A handwritten signature in blue ink, appearing to read "S. Fisher".

Sheldon Fisher, Commissioner