

## Employee Movement Notes and Field Definitions

### Notes

This report captures employee movement in and out of permanent classified, partially exempt and exempt positions.

### Outgoing Definitions:

Outgoing calculations represent the number of employees moving out of positions in each category divided by the number of employees at the end of the fiscal

#### Turnover Rate

The number of employees moving out of positions divided by the number of employees at the end of the fiscal year.

This does not include employees moving laterally (same salary range or wage grade) within the same organizational unit.

#### Promotion in Dept

Movement within the department with an increase in salary range or wage grade.

#### Transfer in Department

Movement within the department to a different organizational unit within the same salary range or wage grade. Data for the Department of Public Safety is not included in the Turnover Rate for the Executive Branch or for the Department of Public Safety.

#### Transfer in Org Unit

Movement in the same organizational unit at the same salary range or wage grade. This data is not included in the Turnover Rate.

#### Other Employee Movement

Movement to a lower salary range.

#### Movement to another Department or Branch of Government

Movement to another department or branch of government. Includes promotions, demotions and lateral transfers.

#### Separations

Separations from state service including layoffs.

## Employee Movement Notes and Field Definitions

### Incoming Definitions

Incoming calculations represent the number of employees moving into positions in each category divided by the number of positions at the end of the fiscal year.

#### **Hire Rate**

The number of employees moving into positions divided by the number of positions at the end of the fiscal year.

This does not include employees moving laterally (same salary range or wage grade) within the same organizational unit.

#### **Appointment New Employee**

Employees hired into permanent positions with no prior state service since May 1, 1990.

#### **Appointment Rehire**

Employees with prior state service since May 1, 1990 including layoffs.

#### **Promotion from Outside Department**

Movement from another department with an increase in salary range or wage grade.

#### **Promotion in Department**

Movement within the department with an increase in salary range or wage grade.

#### **Transfer in Dept**

Movement within the department to a different organizational unit at the same salary range or wage grade. Data for the Department of Public Safety is not included in the Hire Rate for the Executive Branch or for the Department of Public Safety.

#### **Transfer within Org Unit**

Movement to a position at the same salary range or wage grade in the same organizational unit. This data is not included in the Hire Rate.

#### **Other Appointments**

Movement from a higher salary range or wage grade.

#### **Transfer from Another Dept or Branch**

Movement from another department to a position at the same salary range or wage grade.