

the same manner as if they had been originally incorporated in the schedule. Each employee in the Classified Service shall be paid at one of the rates set forth in the pay plan for the grade or class of positions in which he is employed. The pay plan shall be used by the Governor in the preparation and submission of his budget.

1939, ch. 385, sec. 13C.

17. The Salary Standards Board shall formulate rules and regulations for the administration of this Act which shall include provisions for automatic increases, from minimum to maximum, of the rates established by the schedule; and such rules shall, after approval by the Governor, have the force of law in the same manner as other conditions herein prescribed. Provided, that the rate of pay of any employee, who at the time of the effective date of this Act is paid at a higher rate than the maximum rate of the scale prescribed for his class, shall not be reduced by reason of the establishment of the standard rates of pay prescribed, so long as he remains the incumbent of the same position and class, but the rate of pay for his successor in the same position and class shall conform to the rate of pay prescribed for his position and class.

An. Code, 1924, sec. 14. 1920, ch. 41, sec. 14.

18. The Commissioner shall by rule prescribe standards of performance for any positions or classes of positions and may prescribe the form and scope of the records that the appointing authorities shall keep of the actual performance, output and conduct of employees as a basis for the determination of the efficiency of such employees.

The Commissioner shall by rule provide for the transfer of employees, provided, however, that no employee shall be transferred from a position in one department to a position in another department without the consent of the respective appointing authorities, and provided further that no employee shall be transferred from a position in one class to a position in a different class whether in the same or in a different department, except under the provisions of this section.

The transfer of an employee from a position in a given class to a position in a different class for which a higher maximum rate of compensation is prescribed shall be considered a promotion, and, in effect, a new appointment and may be made only under the provisions governing appointments herein.

The transfer of an employee against his consent from a position in a given class to a position in a different class for which a lower maximum rate of compensation is prescribed shall be considered a demotion and may be made only under the provisions governing removal and demotion herein.

An. Code, 1924, sec. 15. 1920, ch. 41, sec. 15.

19. An employee may be permanently separated from the classified service through resignation, rejection on probation or removal, and may be temporarily separated through layoff, suspension or leave of absence.

The Commissioner shall by rule prescribe what shall constitute resignation.

The appointing authority may at any time before the expiration of a probation period, prescribed by the rules of the Commissioner which in