

entered upon the recovery of any such sums for the State shall be entered "satisfied" or "released" except upon the written order of the Attorney General.

49.

(a) Definitions.—(1) "Government" means the government of the State of Maryland.

(2) "Employee" means any person employed in the classified or unclassified service or any person who has entered into an obligated service agreement with the government.

(3) "Training" means the process of providing for and making available to an employee and, placing or enrolling such employee in, a planned, prepared, and coordinated program, course, curriculum, subject, system, or routine of instruction or education, in scientific, professional, technical, mechanical, trade, clerical, fiscal, administrative, or other fields which are or will be directly related to the performance by such employee of official duties for the government, in order to increase the knowledge, proficiency, ability, skill, and qualifications of such employee in the performance of official duties.

(4) "Commissioner" or "Secretary" means the **[Commissioner]** *Secretary* of Personnel.

(5) "In-service training" means training conducted in a State agency on State time by employees acting in their official State capacities.

(6) "Out-service training" means any training when a fee is paid for the training by a State agency or an employee of the State who is eligible for reimbursement at State expense.

(7) "Additional expenses of training" means all authorized expenses of training other than salary, pay or compensation.

(8) "Tuition and related fees" means cost of instruction including compensation paid to instructors and organizations and all other costs connected with instruction including matriculation fees, laboratory fees, and purchase or rental of books.

(9) "Career development plan" means a combination of experience and training designed to prepare an employee to perform the duties of a classification or position.

(e) Staff supervision and coordination responsibilities.—Among other responsibilities, the **[Commissioner]** *Secretary* has the responsibilities for promotion, coordination and facilitation of training activities conducted; for issuing State-wide training regulations; and for reviewing and reporting on specified training activities authorized by the Governor and the legislature. The director of training, in the office of the **[Commissioner]** *Secretary*, is delegated staff responsibility for the purpose of gaining maximum coordination and consistency in the training programs of the State agencies.

He shall:

(1) Assist the **[Commissioner]** *Secretary* in developing State-wide training rules and regulations;

(2) Advise and assist the **[Commissioner]** *Secretary* and agency heads on matters relating to employee training and development;