

(2) PERIODICALLY REVIEW AND AUDIT RECRUITMENT AND HIRING PRACTICES OF ALL APPOINTING AUTHORITIES.

(D) ON REQUEST OF A UNIT THAT IS NOT ABLE TO CONDUCT ALL OR PART OF ITS OWN RECRUITMENT OR SELECTION TESTING FOR A POSITION BECAUSE IT LACKS THE APPROPRIATE RESOURCES, THE DEPARTMENT, CONSISTENT WITH ITS RESOURCES, SHALL ASSIST THE UNIT IN CONDUCTING THE REQUESTED RECRUITMENT AND SELECTION TESTING.

7-202.

(A) WHEN A SKILLED SERVICE OR PROFESSIONAL SERVICE POSITION IS TO BE FILLED, THE UNIT SHALL COMPLETE A POSITION SELECTION PLAN FOR THE POSITION.

(B) A POSITION SELECTION PLAN SHALL CONTAIN THE INFORMATION ABOUT THE POSITION THAT THE SECRETARY REQUIRES, INCLUDING:

(1) A POSITION DESCRIPTION DESCRIBED IN § 7-102 OF THIS SUBTITLE;

(2) THE MINIMUM QUALIFICATIONS FOR THE CLASS OF THE POSITION AND ANY SELECTIVE QUALIFICATIONS REQUIRED FOR APPOINTMENT TO THE POSITION;

(3) ANY LIMITATIONS ON SELECTION FOR THE POSITION, INCLUDING THOSE THAT LIMIT CONSIDERATION TO:

(I) CURRENT STATE OR UNIT EMPLOYEES;

(II) PROMOTIONAL CANDIDATES; OR

(III) CANDIDATES INDICATING A WILLINGNESS TO WORK IN A LOCATION; AND

(4) IF APPLICANTS FOR THE POSITION ARE TO BE RECRUITED, THE:

(I) LOCATION FOR SUBMITTING APPLICATIONS;

(II) MANNER FOR POSTING THE POSITION ANNOUNCEMENT IN THE UNIT;

(III) METHOD AND LENGTH OF TIME FOR ADVERTISING THE POSITION;

(IV) CLOSING DATE TO RECEIVE APPLICATIONS FOR THE POSITION;

(V) ~~A~~ PLAN OF DEVELOPMENT OF ANY SELECTION TEST TO BE ADMINISTERED TO QUALIFIED APPLICANTS; AND

(VI) DURATION OF THE LIST OF ELIGIBLES THAT RESULTS FROM THE RECRUITMENT.

(C) THE APPOINTING AUTHORITY SHALL:

(1) APPROVE OR DISAPPROVE EACH POSITION SELECTION PLAN;