

(2) The Secretary shall administer a program to assist those units in carrying out this title.

(b) (1) Each unit subject to this title shall report quarterly to the Secretary on the procedures, activities, projects, and other efforts undertaken to meet the requirements of this title.

(2) The reports shall:

(i) document the extent to which the requirements have been fulfilled; and

(ii) explain any impediments to compliance with this title and measures taken to remove those impediments.]

Subtitle 3. Transfers of Contractual Employees to Budgeted Positions.

[12-301.] 13-301.

This subtitle applies to all units in the executive branch of State government, except [any] A unit with an independent personnel system.

[12-302.] 13-302.

If a contractual position is replaced by a budgeted position [in the classified service or unclassified service], the contractual employee in the contractual position may transfer to the budgeted position, if the employee:

(1) has at least 24 continuous months of satisfactory service as of the date on which the replacement occurs;

(2) has received a favorable performance evaluation by the appointing authority; and

(3) has passed the examination, if one is required, for the class in which the budgeted position is placed.

[12-303.] 13-303.

To enable a contractual employee to participate in any required examination for a budgeted position under this subtitle, the Secretary may certify the continuation of the employee's contract for a maximum period of 1 year after the date on which the budgeted position is created.

[12-304.] 13-304.

(a) A contractual employee who transfers to a budgeted position under this subtitle shall be given credit for service in the contractual position for the purpose of establishing:

(1) steps in the pay grade applicable to the budgeted position;

(2) annual leave; and

(3) seniority rights.