

**ARIZONA STATE PERSONNEL SYSTEM
STATEWIDE HUMAN RESOURCES BULLETIN**

Bulletin Number: ASPS/HRD-B.02	Issued: October 12, 2012
Subject: Election to Become At Will Uncovered	Effective: October 22, 2012

Under the new State Personnel System, with some exceptions, a covered employee can voluntarily elect to become at will uncovered on or after September 29, 2012 without a change in assignment.

Exceptions: An employee who is in a position classified as a Correctional Officer I, II or III or Community Corrections Officer is not eligible to voluntarily elect to become at will uncovered without a change in assignment.

- Beginning October 22, 2012, a covered employee may voluntarily elect to become at will uncovered without a change in assignment through the “Elect to Become Uncovered” link on the YES site.
- The employee will become at will uncovered on the first day of the pay period following the date of the employee’s election.
- The employee’s annual leave accrual rate will become 6.47 hours per pay period on the first day of the pay period following the date of their election. Exception: If an employee is in a covered position that requires full authority peace officer certification and is hired on or after September 29, 2012, the employee’s annual leave accrual rate will be in accordance with R2-5A-B602 (B)(1)(b).
- The employee will not be eligible to receive the retention payments authorized by SB1523.
- Once a covered employee becomes an at will uncovered employee, the change is irrevocable.
- On the next business day after making the election, an employee can confirm their election to become at will uncovered by checking their Personal Information under Current Employment on the YES website.
- At the beginning of each pay period, ADOA will provide agencies with a report listing employees that have volunteered to become at will uncovered during the previous pay period.