

MAINE STATE LEGISLATURE

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STATE OF MAINE
HOUSE OF REPRESENTATIVES
107TH LEGISLATURE

COMMITTEE AMENDMENT "A" to H.P. 1289, L.D. 1582, Bill,
"AN ACT to Promote the Orientation of State Employees in the
Functions and Purposes of State Government."

Amend said Bill by striking out everything after the
enacting clause and inserting in place thereof the following:

'5 MRSA §636 is amended to read:

§636. Training programs

The ~~Director~~ shall devise plans for and cooperate with appoint-
ing authorities and other supervising officials in the conduct
of employee training and orientation programs to the end that
the quality of service rendered by persons in the classified
service may be continually improved. No employee shall serve
more than 6 months without such training and orientation.
Orientation by the director shall consist of not less than a
one-day program which shall include, but not be limited to:

1. Efficiency and graciousness. Employee efficiency
and graciousness when dealing with any person seeking the aid of
State Government;

2. Organization and functions of branches of government.
A limited description of the functions, organization and
interrelations of the executive, legislative and judicial
branches of State Government.

"A"

COMMITTEE AMENDMENT/to H.P. 1289, L.D. 1582

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Orientation and training by the appointing authority shall include but not be limited to a program to acquaint employees with the general goals and duties of the agency within which the employee is to serve and the relationship of his duties to these goals.'

Statement of Fact

The purpose of this amendment is to further define the respective roles of the Director of Personnel and the appointing authorities in employee orientation and training and to require that each employee must participate in a training program during his first 6 months of employment.

Reported by the Committee on State Government.

Reproduced and distributed under the direction of the Clerk of the House.

5/16/75

(Filing No. H-370)