

**Mississippi Secretary of State**  
700 North Street P. O. Box 136, Jackson, MS 39205-0136

**ADMINISTRATIVE PROCEDURES NOTICE FILING**

AGENCY NAME <b>Mississippi State Personnel Board</b>		CONTACT PERSON <b>Gretchen W. Kimble Special Assistant Attorney General Mississippi State Personnel Board</b>		TELEPHONE NUMBER <b>601-359-2708</b>	
ADDRESS <b>301 North Lamar Street, Suite 203</b>		CITY <b>Jackson</b>		STATE <b>MS</b>	ZIP <b>39201</b>
EMAIL <b>gretchen.kimble@mspb.ms.gov</b>	SUBMIT DATE <b>09/01/10</b>	Name or number of rule(s): <b>Mississippi State Personnel Board Policy and Procedures Manual</b>			

Short explanation of rule/amendment/repeal and reason(s) for proposing rule/amendment/repeal: **The Mississippi State Personnel Board Policy and Procedures Manual has been modified to revise the process and procedures for requesting approval from the MSPB for legal services contracts as required by Mississippi law, to revise the Performance Appraisal Review system and to revise the Employee Appeals Board Administrative Rules. The Manual has been further modified to accommodate these revisions with regard to pagination, section numbering and the like.**

Specific legal authority authorizing the promulgation of rule: **Mississippi Code Annotated § 25-9-103, 119, 147**

List all rules repealed, amended, or suspended by the proposed rule: **Mississippi State Personnel Board Policy and Procedures Manual**

**ORAL PROCEEDING:**

- An oral proceeding is scheduled for this rule on Date: \_\_\_\_\_ Time: \_\_\_\_\_ Place: \_\_\_\_\_
- Presently, an oral proceeding is not scheduled on this rule.

If an oral proceeding is not scheduled, an oral proceeding must be held if a written request for an oral proceeding is submitted by a political subdivision, an agency or ten (10) or more persons. The written request should be submitted to the agency contact person at the above address within twenty (20) days after the filing of this notice of proposed rule adoption and should include the name, address, email address, and telephone number of the person(s) making the request; and, if you are an agent or attorney, the name, address, email address, and telephone number of the party or parties you represent. At any time within the twenty-five (25) day public comment period, written submissions including arguments, data, and views on the proposed rule/amendment/repeal may be submitted to the filing agency.

**ECONOMIC IMPACT STATEMENT:**

- Economic impact statement not required for this rule.  Concise summary of economic impact statement attached.

<p align="center"><b>TEMPORARY RULES</b></p> <p><input type="checkbox"/> Original filing <input type="checkbox"/> Renewal of effectiveness To be in effect in _____ days Effective date: <input type="checkbox"/> Immediately upon filing <input type="checkbox"/> Other (specify): _____</p>	<p align="center"><b>PROPOSED ACTION ON RULES</b></p> <p>Action proposed: <input type="checkbox"/> New rule(s) <input type="checkbox"/> Amendment to existing rule(s) <input type="checkbox"/> Repeal of existing rule(s) <input type="checkbox"/> Adoption by reference Proposed effective date: <input type="checkbox"/> 30 days after final filing <input type="checkbox"/> Other (specify): _____</p>	<p align="center"><b>FINAL ACTION ON RULES</b></p> <p>Action taken: <input type="checkbox"/> Adopted with no changes in text <input checked="" type="checkbox"/> Adopted with changes <input type="checkbox"/> Adopted by reference <input type="checkbox"/> Withdrawn <input type="checkbox"/> Repeal adopted as proposed Effective date: <input checked="" type="checkbox"/> 30 days after filing <input type="checkbox"/> Other (specify): _____</p>
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Printed name and Title of person authorized to file rules:

**Gretchen W. Kimble  
Special Assistant Attorney General  
Mississippi State Personnel Board**

Signature of person authorized to file rules: *Gretchen W. Kimble*

<p><b>OFFICIAL FILING STAMP</b></p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div> <p>Accepted for filing by _____</p>	<p><b>DO NOT WRITE BELOW THIS LINE</b></p> <p><b>OFFICIAL FILING STAMP</b></p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div> <p>Accepted for filing by _____</p>	<p><b>OFFICIAL FILING STAMP</b></p> <div style="border: 1px solid black; padding: 10px;"> <p align="center"><b>FILED</b></p> <p align="center">SEP 01 2010</p> <p align="center">MISSISSIPPI</p> <p align="center">SECRETARY OF STATE</p> </div> <p>Accepted for filing by <i>17249</i> <i>CB</i></p>
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The entire text of the Final Rule and a variance indicating changes from the Proposed Rule is attached.