THE SUPREME COURT OF THE STATE OF ALASKA

ORDER NO. 238

Amending Rule 6.04, Personnel Rules for the Alaska Court System.

IT IS ORDERED:

Rule 6.04, Personnel Rules for the Alaska Court System, is amended to read:

6.04 Merit Increase

Merit increases shall be based upon the supervisor's evaluation of an employee's performance. A merit increase of one step in the salary range may be given to an employee who has received a performance evaluation of "acceptable" or better on his merit anniversary date. The sixteenth day of the month which coincides with the completion of his probationary period shall constitute an employee's merit anniversary date. No merit increases may place an employee at a higher salary level than the top step of his assigned salary range.

6.04.01 <u>Unsatisfactory Work</u> The merit anniversary date does not change when a merit increase is withheld. If the employee's standard of performance reaches acceptable levels later in the merit year, the step

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increase may be granted effective the sixteenth of any month and no change in the merit anniversary date will result.

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