

State of Wisconsin

DEPARTMENT OF EMPLOYMENT RELATIONS

- COMPENSATION & LABOR RELATIONS BULLETIN -

Date: November 8, 2000

Locator No: CLR/POL-59

Subject: Computerized Calculation of Adjusted Continuous Service Dates

The purpose of this bulletin is to assure a uniform and accurate means of calculating adjusted continuous service dates for reinstatements. Starting with transactions effective November 19, 2000, all agencies are instructed to use the computerized formula provided as an attachment to the electronic version of this bulletin (the website is <http://der.state.wi.us/static/pdf/clrpol59.pdf>) to calculate adjusted continuous service dates. *Do not re-calculate any adjusted continuous service dates previously calculated using another method for personnel transactions effective before November 19, 2000. Use the computerized formula only for personnel actions effective on or after November 19, 2000.*

All questions about the computerized formula, or problems with its use, should be directed to:

Paul Ostrowski, by e-mail at Paul.Ostrowski@der.state.wi.us, by phone at (608) 267-0343, or by FAX at (608) 267-1020; or Lynn Maulbetsch, by phone at (608) 267-5164, by e-mail at Lynn.Maulbetsch@der.state.wi.us or by FAX at (608) 267-1020.

James A. Pankratz, Administrator
Division of Compensation and Labor Relations

JAP:PLO

[Attachment available on the Web](#)

NOTE: The attachment is a Microsoft Excel file. If you do not have access to Excel, please click here for the Microsoft 97 Excel viewer which will allow people without Excel to use the attached spreadsheet: <http://der.state.wi.us/static/xlviewer.exe>. For more information regarding the viewer, please access the web page at <http://officeupdate.microsoft.com/2000/downloadDetails/xlviewer.htm>.