

GENERAL NOTICE OF LAYOFF OR DEMOTION

County of Salem

May 17, 2000

TO: Employees of the Jobs Training and Partnership Act Office

FROM: Rita Shade Simpson, Clerk of the Board/Administrator of County of Salem

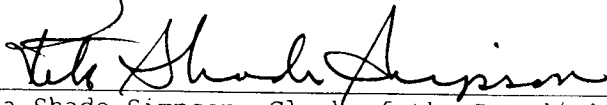
Pursuant to the provisions of N.J.S.A. 11A:8-1, this is to notify all employees that for reasons of (X)economy (X)efficiency other, specifically the abolishment of the JTPA and end to federal funding it is possible that they will be laid off or demoted from their permanent or probationary positions. If your position is subject; to layoff, you may have the right to displace employees in other positions.

These layoffs will be effective at the close of business June 30, 2000. This notification provides all employees with the minimum 45-day layoff notice required by the above law and, unless otherwise extended by the Commissioner of Personnel, shall expire no later than 120 days from the date of issuance.

At the present time, it is not possible to determine the exact effect that this layoff action will have on each employee. This is to notify all employees that they may be affected by the exercise of the seniority, lateral, demotional, and/or special reemployment rights of other employees.

A copy of this notice is being forwarded to the New Jersey Department of Personnel. That Department will be responsible for determining seniority, lateral displacement, demotional, and/or special reemployment rights. Both the affected employees and the appointing authority will be notified of these determinations prior to the effective date.

The procedures to be followed in instituting any appeals will be outlined in the letter of notification of layoff rights from the New Jersey Department of Personnel.



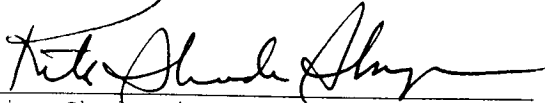
Rita Shade Simpson, Clerk of the Board/Administrator
Salem County

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Notice to Appointing Authority: The following certification statement shall be placed on the copy of the general notice forwarded to the New Jersey Department of Personnel.

CERTIFICATION BY APPOINTING AUTHORITY

I certify that a copy of this layoff notice has been posted, and served by personal service or certified mail on each potentially affected employee of the organization unit, on the following date or dates:



Rita Shade Simpson, Clerk of the Board/Administrator
Salem County