



C O M P R E F O R M

A C T I O N B U L L E T I N

Bulletin No. 14

TO: Agency Human Resource Directors

FROM: Sara Redding Wilson, Director  
Department of Human Resource Management

DATE: October 19, 2000

SUBJECT: Human Resource Management Manual

Attached are a current table of contents and two appendices to the Human Resource Management Manual. These documents should be added to the chapters and appendices that were distributed to you on August 11. Additional chapters and appendices will continue to be distributed as they are finalized.

If you have any questions about these materials, please contact Pam Hill, Compensation Consultant, at 804-786-4385 or [phill@dhrm.state.va.us](mailto:phill@dhrm.state.va.us).

Attachments: Revised Table of Contents  
Appendix C – Employment Statuses  
Appendix E – Employee Work Profile (EWP)

- Instructions for Completing the EWP
- EWP Form
- EWP Optional Sections
- Guide for Designing an EWP

Copy: Cabinet Secretaries  
Agency Heads