



**CROSSWALK OF NEW RULE NUMBERS TO OLD RULES**

<b>Administrative Rule (New)</b>	<b>Chapter (New)</b>	<b>Old rule number</b>
<b>3.01</b>	<b>Administration</b>	
	City Auditor’s Duties and Authority for Human Resources	AUHR 1.01
	Posting Requirements	AUHR 1.05
	Personnel Records	AUHR 1.04
	Employee Medical Files	AUHR 1.06
	Time Review and Approval	AUHR 1.07
	Employee Representation	AUHR 3.13
	Organization and Position Management	AUHR 7.10
<b>3.02</b>	<b>Equal Employment</b>	
	Equal Employment Opportunity (EEO)/Affirmative Action	AUHR 2.0
	Prohibition Against Workplace Harassment, Discrimination, and Retaliation (Rule 2.02)	ARA 2.02
	Gender Identity Non-Discrimination	AUHR 2.04
	Reasonable Employment Accommodation	ARA 2.06
	Bloodborne Pathogen Exposure	AUHR 2.03
<b>ARA 3.03</b>	<b>Recruitment and Hiring</b>	
	Types of Appointments	AUHRs 3.03, 3.04
	Recruitment Processes	AUHRs 3.01, 3.02, 3.07
	Background Checks and Employment Verification	AUHRs 3.09, 3.11, 3.12, 3.16
	Employment of Minors	AUHR 3.05
	Employment of Retirees	AUHR 3.06
	College Work Study Program	AUHR 3.14
<b>ARA 3.04</b>	<b>Employee Behavior and Expectations</b>	
	Drug and Alcohol Use Prohibited	AUHR 4.01
	Smoking and Tobacco	AUHR 4.02

	Dress, Appearance, and Fragrance in the Workplace	AUHR 4.03
	Workplace Violence Prohibited	AUHR 4.12
	Public Records Information, Access, and Retention	AUHR 1.03
	Information Technologies	AUHR 4.08
	Requirements for Public Meetings	ARA 4.14
	Social Media	AUHR 4.08(A)
	Teleworking	ARA 4.04
	Inclement Weather	ARA 3.04.11
	Travel	ARA 3.04.10
	Vehicle Use	AUHR 4.13
	Community Relationship Building Program	ARA 3.17
	Child Abuse Reporting	New
<b>ARA 3.05</b>	<b>Discipline</b>	AUHR 5.01
<b>ARA 3.06</b>	<b>Leaves</b>	
	General and Administrative Leaves of Absence	ARA 6.01
	Holidays	AUHR 6.02
	Vacation	AUHR 6.03
	Sick Leave and Protected Sick Time	AUHR 6.04
	Family Medical Leave	AUHR 6.05
	Catastrophic Leave	AUHR 6.06
	Military Leave	AUHR 6.07
	Military Leave – Vacation Donation Program	AUHR 6.07(A)
	Funeral and Bereavement Leave	AUHR 6.08
	Jury Duty	AUHR 6.09
	Leave to Attend Court or Other Legal Proceedings	AUHR 6.10
	Leave to Address Domestic Violence, Sexual Assault, or Stalking	AUHR 6.10(A)
	Other Leave	AUHRs 6.03, 6.11, 6.12, 6.14
	Supplemental Workers’ Compensation Benefits	AUHR 6.13
<b>ARA 3.07</b>	<b>Employee Movement</b>	
	Transfers	AUHR 7.01
	Promotion and Demotion	AUHRs 7.02, 7.03

	Separation from Service	ARA 7.05
	Layoff and Recall	ARA 7.06
	Medical Layoff	AUHR 7.09
	Reinstatement	AUHR 7.07
	Injured Employee Return to Work	AUHR 7.08
	Unemployment Claims	AUHR 7.11
<b>ARA 3.08</b>	<b>Classification and Compensation</b>	
	Hours of Work and Schedules	ARA 8.01
	Hours of Work and Overtime Compensation: Non-Exempt Employees	AUHR 8.02
	Hours of Work, Overtime Compensation, and Management Leave: Exempt Employees	New
	Compensation	AUHR 8.04
	Classification	AUHR 8.05
	Working Out of Classification	AUHR 8.06
<b>ARA 3.09</b>	<b>Employee Development</b>	
	Probationary Period	AUHR 3.08
	Employee Training and Development	AUHR 9.01
	Performance Management; Merit Pay Increases	AUHR 9.02
	Training Plans	AUHR 9.03
<b>ARA 3.10</b>	<b>Employee Benefits</b>	
	Health and Financial Benefits, Generally	AUHR 10.01
	Employee Assistance Program	AUHR 10.02
	Trip Reduction Incentive Program (TRIP)	AUHR 10.03
	Domestic Partners	AUHR 2.05
<b>ARA 3.11</b>	<b>Ethical Conduct</b>	
	Ethical Conduct; Use of Employment	AUHRs 11.01, 11.02
	Awards, Gifts, Prizes, and Promotional Items	AUHR 4.07
	Protection of Restricted and Confidential Information	AUHR 11.04
	Nepotism; Romantic Relationships	AUHR 3.10
	Political Activity	AUHR 4.06
	Use of City Resources	AUHR 4.09
	Outside Employment and Volunteer Activities	AUHR 4.05
	Post-Employment Restriction Policy	New

	Duty to Report Unlawful or Improper Actions; Whistleblowing	AUHR 11.03
<b>ARA 3.15</b>	<b>Civil Service Appeal</b>	AUHR 3.15