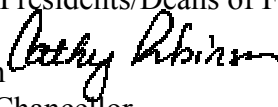


THE CALIFORNIA STATE UNIVERSITY  
Office of the Chancellor  
401 Golden Shore  
Long Beach, California 90802-4210  
(562) 951-4411

**Date:** March 28, 2003 **Code:** TECHNICAL LETTER  
HR/PCOS 2003-01

**To:** Human Resources Directors  
Associate Vice Presidents/Deans of Faculty Affairs

**From:** Cathy Robinson   
Assistant Vice Chancellor  
Human Resources Administration

**Subject:** **Classification Standards Update: Confidential and Excluded**

Human Resources Administration updated the classification and qualification standards for all Excluded (E99) and Confidential (C99) classifications. These classification standards were reformatted to a new layout and were updated to reflect current terminology, additional classification codes and other non-substantive verbiage changes. References to the occupational index code, overtime eligibility, shift eligibility and the employee category were removed as this information is maintained and communicated via the CSU Salary Schedule. Workweek group references were removed as they are no longer applicable to the CSU.

New classification and qualification standards can be viewed and printed at:  
<http://www.calstate.edu/HRAdm/classstandards.shtml>.

Questions regarding this technical letter may be directed to Gina Caywood at (562) 951-4416 or via email at [gcaywood@calstate.edu](mailto:gcaywood@calstate.edu).

This technical letter is also available on Human Resources website at:  
<http://www.calstate.edu/HRAdm/memos.shtml>. Thank you.

CR/gc

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**Distribution:**

CSU Presidents  
Vice Chancellor, Human Resources  
Employee Relations Designees  
SOSS Director