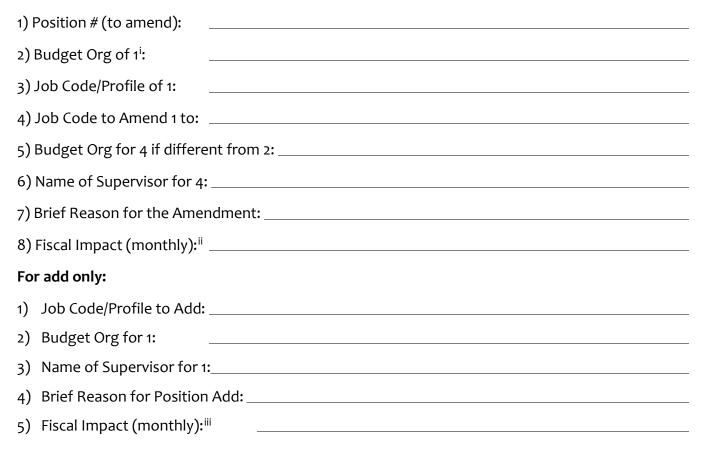
Salary Resolution Amendment (SRA) Request Form

To request an amendment to your Master Salary Resolution, please email the information listed below to Lisa Yapching (lyapching@smcgov.org). Amendments could be converting a vacant position (add/delete), deleting a vacant position, adding a new position, splitting full-time positions to half-time, combining half-time positions to full-time, and conversion of unclassified to classified positions.

Reclassification of positions, changes to compensation and Measure D (unclassified to classified) conversions can only be initiated by the Human Resources Department.

Increasing FTEs or converting positions to another classification/job profile in the same Alt-Series or Flex Series do not require an SRA.

For add/deletes, delete only or splitting/combining of positions:



ⁱ For example: 1600B – County Counsel

For questions regarding the SRA, please contact Lisa Yapching at x4381 or by email.

[&]quot; Calculate salary/benefits for 1 and 4 (top monthly salary x 53% for benefits). Subtract 4 from 1.

iii Top monthly salary x 53%