DEPARTMENT OF CORRECTIONS

Policy Number:	**103.050**
Title:	**Contingency/Strike Plan**
Effective Date:	**5/7/19**

PURPOSE: To ensure continued delivery of services in the event of an employee strike or other interruption in services.

APPLICABILITY: All appointing authorities

PROCEDURES:

A. Each appointing authority (AA) must establish a contingency plan that provides for the uninterrupted performance of essential duties and responsibilities of essential employees in the event of an employee strike or other interruption in services.

B. The AA must update the contingency/strike plan prior to the start of the biennial state labor negotiations.

C. The AA must submit the contingency/strike plan biennially to the department's human resources office.

D. Each AA must ensure familiarity with the contingency/strike plan and designate specific employees responsible for implementing the contingency/strike plan.

E. The designated human resources staff at central office and each facility maintain the contingency/strike plan.

INTERNAL CONTROLS:

A. The strike plan is reviewed and updated on a biennial basis.

B. The contingency/strike plan is retained by human resources staff at central office and each facility.

ACA STANDARDS: 4-4223

REFERENCES: Minn. Stat. § 241.01, subd. 3a

REPLACES: Policy 103.050, "Contingency/Strike Plan," 6/19/18.
All facility policies, memos, or other communications whether verbal, written, or transmitted by electronic means regarding this topic.

ATTACHMENTS: None

APPROVALS:
Deputy Commissioner, Community Services
Deputy Commissioner, Facility Services
Assistant Commissioner, Operations Support

Assistant Commissioner, Facility Services