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

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**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