

CIVIL SERVICE REGULATION 5 TO BE AMENDED as follows:

5.158 - CLASSES ELIGIBLE FOR IN-POSITION PROMOTION.

Non-Represented Classes

Level 1	Level 2	Level 3
Budget Analyst 1 – 2C11	Budget Analyst 2 – 2C12	None
Management Trainee (All Specialties) – 2L03	Human Resources Professional 1 – 2H90	Human Resources Professional 2 – 2H91 or Personnel Analyst 2 – 2H02
Management Trainee (All Specialties) – 2L03	Administrative Specialist 1 (Confidential) – 2L16	Administrative Specialist 2 (Confidential) – 2L17

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F.O.P. Classes

Level 1	Level 2
Deputy Sheriff Officer Recruit (5H40)	Deputy Sheriff Officer (5H41)
Police Officer Recruit – 6A01	Police Officer 1 – 6A02

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District Council 47.

In-Position Promotions for the District Council 47 classes below will be in accordance with Civil Service Regulation 5.15.

Level 1	Level 2	Level 3	Level 4
Systems Programmer – 1E62	Systems Program Project Specialist – 1E63	None	None
Information Technology Trainee – 1E70	Programmer Analyst 1 – 1E75	Programmer Analyst 2 – 1E76	Programmer Analyst 3 – 1E77

Accountant/Revenue Examiner/Contract Auditor Trainee – 2A05	Accountant 1 – 2A06	Financial Accountant – 2A09 (Finance Dept. Only)	None
Accountant/Revenue Examiner/Contract Auditor Trainee – 2A05	Accountant 1 – 2A06	Departmental Accounting Systems Specialist – 2A19 (DHS & Airport Only)	None
Auditor Trainee – 2A40	Auditor 1 – 2A41	Auditor 2 – 2A42	None
Accountant/Revenue Examiner/Contract Auditor Trainee – 2A05	Contracts Auditor 1 – 2A65	Contracts Auditor 2 – 2A66	None
Accountant/Revenue Examiner/Contract Auditor Trainee – 2A05	Revenue Examiner 1 – 2B31	Revenue Examiner 2 – 2B32	None
Tax Analyst Trainee – 2B49	Tax Analyst 1 – 2B50	Tax Analyst 2 – 2B51	None
Administrative Technical Trainee – 2L04	Real Property Evaluator 1 – 2D16	Real Property Evaluator 2 – 2D17	None
Research and Information Analyst 1 – 2F21	Research and Information Analyst 2 – 2F22	None	None
Archivist 1 – 2G02	Archivist 2 – 2G03	None	None
Public Relations Specialist Trainee – 2J01	Public Relations Specialist 1 – 2J02	Public Relations Specialist 2 – 2J03	None
Administrative Technical Trainee – 2L04	Procurement Technician 1 – 2E02	Procurement Technician 2 – 2E03	None
Administrative Technical Trainee – 2L04	Minority Business Enterprise Specialist 1 – 2E32	Minority Business Enterprise Specialist 2 – 2E33	None

Administrative Technical Trainee – 2L04	Election/Public Integrity Compliance Specialist – 2M56	None	None
Administrative Technical Trainee – 2L04	Administrative Specialist 1 – Non-Confidential – 2L31	Administrative Specialist 2 – Non-Confidential – 2L32	None
Disease Surveillance Investigator 1- 4A08	Disease Surveillance Investigator 2- 4A09	None	None
Prosecution Assistant 1 – 2M88	Prosecution Assistant 2 – 2M89	None	None
Airport Operations Trainee – 2P01	Airport Properties Specialist 1 – 2P02	Airport Properties Specialist 2 – 2P03	None
Airport Operations Trainee – 2P01	Airport Assistant Operations Officer – 2P10	Airport Operations Officer – 2P11	None
Graduate Civil Engineer – 3B04	Civil Engineer 1 – 3B05	Civil Engineer 2 – 3B06	None
Graduate Electrical Engineer – 3B10	Electrical Engineer 1 – 3B11	Electrical Engineer 2 – 3B12	None
Graduate Mechanical Engineer – 3B20	Mechanical Engineer 1 – 3B21	Mechanical Engineer 2 – 3B22	None
Graduate Environmental Engineer – 3B60	Environmental Engineer 1 – 3B61	Environmental Engineer 2 – 3B62	None
Architectural Projects Trainee – 3D01	Architectural Projects Coordinator 1 – 3D04	Architectural Projects Coordinator 2 – 3D05	None
City Planner Trainee – 3E01	City Planner 1 – 3E02	City Planner 2 – 3E03	None
Historic Preservation Planner 1 – 3E10	Historic Preservation Planner 2 – 3E11	None	None

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Geographic Information Systems Specialist Trainee – 3E19	Geographic Information Systems Specialist 1 – 3E20	Geographic Information Systems Specialist 2 – 3E21	None
Graduate Environmental Scientist – 3H11	Environmental Scientist 1 – 3H12	Environmental Scientist 2 – 3H13	None
Graduate Chemist – 3H25	Analytical Chemist 1 – 3H26	Analytical Chemist 2 – 3H27	None
Forensic Scientist 1 – 3H48	Forensic Scientist 2 – 3H49	None	None
Medical Technologist 1 – 3H67	Medical Technologist 2 – 3H66	None	None
Public Health Sanitarian – 4J41	Sanitarian Specialist – 4J45	None	None
Social Services Trainee – 5A03	Social Work Services Manager 1 – 5A06	Social Work Services Manager 2 – 5A07	None
Social Work Intern – 5A04	Social Work Services Manager 1 – 5A06	Social Work Services Manager 2 – 5A07	None
Social Work Services Trainee – 5A05	Social Work Services Manager 1 – 5A06	Social Work Services Manager 2 – 5A07	None
Social Work Services Trainee – 5A05	Health Services Social Worker 1 – 5A61	Health Services Social Worker 2 – 5A62	None
Human Relations Representative 1 – 5C31	Human Relations Representative 2 – 5C32	None	None
Mental Health Emergency Services Coordinator 1 – 5E06	Mental Health Emergency Services Coordinator 2 – 5E07	None	None

Health Education & Training Specialist 1 – 5G11	Health Education & Training Specialist 2 – 5G12	None	None
Criminal Investigative Research Analyst Trainee – 6C20	Criminal Investigative Research Analyst – 6C21	None	None
Park Management Trainee – 7N50	Park Manager 1 – 7N51	Park Manager 2 – 7N52	None
Librarian 1 – 9B02	Librarian 2 – 9B03	None	None
Recreation Leader Trainee – 9D10	Recreation Leader 1 – 9D11	None	None

District Council 33.

In-Position Promotions for the District Council 33 classes below will be in accordance with Civil Service Regulation 5.15.

Level 1	Level 2	Level 3
Clerk 1 – 1A02	Clerk 2 – 1A03	None
Clerk Typist 1 – 1A11	Clerk Typist 2 – 1A12	None
Word Processing Specialist 1 – 1A41	Word Processing Specialist 2 – 1A42	None
Payroll Examiner 1 – 1B21	Payroll Examiner 2 – 1B22	None
Payment Processing Clerk 1 – 1B80	Payment Processing Clerk 2 – 1B81	None
Assessment Clerk – 2D50	Assessment Aide – 2D51	None
Title Registration Aide 1 – 2D55	Title Registration Aide 2 – 2D56	None
Pension Counselor Trainee – 2H39	Pension Counselor 1 – 2H40	Pension Counselor 2 – 2H41
Construction Projects Technician 1 (S) – 3A17	Construction Projects Technician 2 (S) – 3A18	None
Industrial Waste Control Technician 1 - 3A71	Industrial Waste Control Technician 2 -3A72	None
Forensic Technician 1 – 4A41	Forensic Technician 2 – 4A42	None
Forensic Investigator 1 – 4A44	Forensic Investigator 2 – 4A45	None

Youth Detention Counselor Trainee (B) - 5B21	Youth Detention Counselor 1 (B) - 5B22	None
Traffic Investigator 1 – 6E15	Traffic Investigator 2 – 6E16	None
Housing and Fire Inspector 1 (6G03) (Office of Homeless Services only)	Housing and Fire Inspector 2 (6G04) Office of Homeless Services only)	None
Airport Communications Center Operator 1 – 6J06	Airport Communications Center Operator 2 – 6J07	None
Police Communications Dispatcher Trainee – 6J31	Police Communications Dispatcher – 6J32	None
Fire Equipment Dispatcher 1 – 6J41	Fire Equipment Dispatcher 2 – 6J42	None
3-1-1 Contact Center Trainee – 6J55	3-1-1 Contact Center Agent – 6J56	None
<u>Custodial Worker 1 – 7D11</u> <u>(Positions in the Airport Specialty only)</u>	<u>Custodial Worker 2 – 7D12</u> <u>(Positions in the Airport Specialty only)</u>	

Regulation 9 TO BE AMENDED AS FOLLOWS:

9.066 - ADDITIONAL CREDITS ON EXAMINATIONS. Only those competitors who have achieved a final average passing grade in an examination shall receive additional credits to which they may be entitled for veterans' preference (Regulation 7.05) or legacy preference (Regulation 7.10) (for open competitive examinations only), performance ratings, seniority, education, language skills or other factors as defined by these regulations.

The following requirements must be satisfied for a candidate to receive additional credits for examinations as described in the sub-sections of this regulation.

1. The degree or credential must have been conferred, or the education or experience must have been completed no later than the thirtieth (30) day after the last date for filing applications for the examination unless the Director determines that a later date is more appropriate and specifies such later date in the announcement of the examination. For a continuous examination the eligibility date shall be the date on which the application is filed.
2. An applicant may claim the additional credit at any time after the date that the examination is announced until 30 days after the Published List of Candidates is approved by the Director or his/her designee. If an eligible candidate does not request additional credits or does not submit a transcript or other required documentation until after certifications and appointments have been made, the granting of additional credits shall have no effect on prior certifications and appointments.
3. An applicant must submit adequate documentation as required by the Office of Human Resources.

9.0661 - Additional Credits For Fire Service Paramedics and Emergency Medical Technicians In The Open Competitive Examination For The Class Of Firefighter.

9.0661-1 Any employee permanently currently allocated to one of the classes in the of Fire Service Paramedic series (6B22-6B26, 6B30) with five (5) or more years of service as ain the Fire Service Paramedic series of classes with the City of Philadelphia who takes and passes the open competitive examination for the class of Firefighter shall have an additional ten (10) points added to his or her examination score.

9.0661-2 Any employee currently allocated to the class of Emergency Medical Technician with five (5) or more years of service as an Emergency Medical Technician with the City of Philadelphia who

takes and passes the open competitive examination for the class of Firefighter shall have an additional ten (10) points added to his or her examination score. The provisions of this regulation shall be effective November 16, 2015.

CIVIL SERVICE REGULATION 9 TO BE AMENDED AS FOLLOWS:

9.0665 - Additional Credits For Firefighter And Paramedic Promotional

Examinations. ~~Effective August 12, 2015 any changes to additional credits for promotional examinations resulting from an interest arbitration award, including any award issued after its effective date, will only apply to promotional exams announced after the date the award is issued.~~ Effective May 21, 2018, for all Fire promotional examinations administered and eligible lists established after the issuance of the May 2018 Act 111 interest arbitration award, candidates who otherwise achieve eligibility for promotion to a higher rank and who have successfully completed a course of study in any major at an accredited college or university will have .50 points added to their final score if the highest degree received is an Associate's Degree, 1.0 point added to their final score if the highest degree received is a Bachelor's Degree, and 1.5 points added to their final score if the highest degree received is a Master's Degree.

- A. ~~For eligible lists established after July 1, 1992, and prior to eligible lists published or established as the result of examinations announced before January 9, 2015, candidates who successfully pass the promotional examination for Fire Lieutenant or Fire Captain who have completed an Associate's Degree, a Bachelor's Degree or a Master's Degree in public safety, or a closely related field including, but not limited to public safety management, fire science, public administration, or psychology will have .50 points added to their final score if the highest degree received is an Associate's Degree, 1.0 point added to their final score if the highest degree received is a Bachelor's Degree, and 1.5 points added to their final score if the highest degree received is a Master's Degree.~~
- B. ~~For eligible lists established after July 1, 2007, and prior to eligible lists published or established as the result of examinations announced before January 9, 2015, candidates who successfully pass the promotional examination for Fire Battalion Chief or Fire Deputy Chief who have completed an Associate's Degree or a Bachelor's Degree in public safety, or a closely related field including, but not limited to fire science, public administration, or a closely related field will have .50 points added to their final score if the highest degree received is an Associate's Degree, and 1.0 point added to their final score if the highest degree received is a Bachelor's Degree.~~
- C. ~~For promotional examinations announced after the issuance of the January 9, 2015 Act 111 interest arbitration award, candidates who have completed a degree from an accredited college or university in fire science, public safety, business administration, or management and who successfully pass the examination~~

- ~~○ For Fire Lieutenant, Fire Captain, Fire Boat Engineer, and Fire Boat Pilot will have .50 points added to their final score if the highest degree received is an Associate's Degree, 1.0 point added to their final score if the highest degree received is a Bachelor's Degree, and 1.5 points added to their final score if the highest degree received is a Master's Degree.~~
- ~~○ For Fire Battalion Chief, Fire Deputy Chief, Assistant Fire Chief and Fire Special Operations Deputy Chief will have .50 points added to their final score if the highest degree received is an Associate's Degree, and 1.0 point added to their final score if the highest degree received is a Bachelor's or Master's Degree.~~

~~D. For promotional examinations announced after the issuance of the January 9, 2015 Act 111 interest arbitration award, candidates who have completed a degree from an accredited college or university in public health, emergency medical services, health planning and administration, business administration, or management and who successfully pass the examination~~

- ~~○ For Fire Paramedic Lieutenant, Fire Paramedic Captain and Fire Service Paramedic Exposure Control Officer will have will have .50 points added to their final score if the highest degree received is an Associate's Degree, 1.0 point added to their final score if the highest degree received is a Bachelor's Degree, and 1.5 points added to their final score if the highest degree received is a Master's Degree.~~

~~-For Fire Paramedic Services Chief and Fire Paramedic Deputy Chief will have .50 points added to their final score if the highest degree received is an Associate's Degree, and 1.0 point added to their final score if the highest degree received is a Bachelor's or Master's Degree.~~

9.14 - MEDICAL EXAMINATIONS. Every eligible appointed to the City service shall, prior to appointment, submit to a medical examination as required and prescribed by the Director. If, as a result of the medical findings, the examining physician does not recommend approval of the appointment, the person may be disqualified.

9.141 - MEDICAL RE-EXAMINATIONS.

9.141-1 - An employee to be reinstated following absence from work due to layoff, leave without pay, military leave, or resignation shall be required to submit to a medical examination before being returned to work if the reinstatement is to other than one of the classifications designated by the Director as non-physically demanding, or if the absence was for a period of six (6) months or longer, or if the individual to be reinstated was hospitalized or treated by a physician during his/her absence. If, as a result of the medical findings, the examining physician does not recommend approval of the reinstatement, the proposed reinstatement may be disapproved.

9.141-2 - An employee who has incurred a service-connected disability shall be required to be re-examined when necessary, in accordance with the Regulations on disability.

9.141-3 - An active employee shall be required to submit to a medical examination prior to a new appointment unless the appointment is to a non-physically demanding classification as designated by the Director.

9.141-4 - An active employee, permanently allocated to a job class designated by the Director as physically demanding or at risk, who has been absent due to illness or non-service connected injury for fifteen (15) or more consecutive working days shall be required to submit to a medical examination prior to returning to work. If, as a result of medical findings, the examining physician does not recommend approval of a return to work, the proposed return may be disapproved.

9.141-5 - Other provisions of these Regulations notwithstanding, the Commission or the Director may require a medical examination of an employee sufficient to indicate whether or not the employee is able to perform or continue to perform the duties of his/her employment.

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