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State of Colorado

EXECUTIVE CHAMBERS

DENVER

EXECUTIVE ORDER

RICHARD D. LAMM
Governor

COLORADO PERSONNEL/PAYROLL SYSTEM

WHEREAS, the State of Colorado is in need of comprehensive personnel/payroll information; and

WHEREAS, the Legislature has specifically requested that comprehensive personnel/payroll information be maintained for classified and non-classified personnel for developing and implementing a statewide budget; and

WHEREAS, the required information for Executive and Legislative branch budget planning and execution purposes includes but is not limited to the following information:

- Employee count and FTE;
- Vacancy savings;
- Leave accrual and utilization;
- Payroll costs including overtime and differential pay;
- Fringe benefits;
- Potted funds and;

WHEREAS, the Executive Branch of state government needs the above information maintained in easily accessible form that is current and accurate; and

WHEREAS, the maintenance of personnel/payroll data in duplicative and redundant information systems is costly and not in the best interest of state government and state taxpayers;

NOW, THEREFORE, I, Richard D. Lamm, Governor of the State of Colorado pursuant to authority vested in me under the statutes and Constitution of the State of Colorado,

DO HEREBY ORDER THAT:

1. The Executive Director of the Department of Personnel expand the Personnel Data System to accomodate non-classified, as well as classified personnel.
2. The Personnel Data System be linked to the new Colorado

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Personnel/Payroll System (CPPS) currently being implemented by the State Controller. The systems should be modified to meet the statewide information needs of all agencies and institutions.

3. All state agencies currently on the Central Payroll system, all institutions under the State Board of Community Colleges and the Colorado Highway Department shall use the CPPS as their primary operating system for all employees, non-classified as well as classified. Existing personnel and payroll systems in these agencies and institutions shall become inoperative to avoid duplication and redundancy. This shall be effective when the Colorado Personnel/Payroll System becomes operational, but not later than July 1, 1986.
4. All state agencies, including all institutions of higher education, not using the CPPS as their primary system as indicated above, shall report all personnel information, classified as well as non-classified, to the Colorado Personnel/Payroll System. All required data will be defined by the Executive Director of the Department of Personnel and the State Controller. This shall be accomplished as soon as reasonably feasible, but no later than July 1, 1986.
5. No other personnel/payroll systems in state government (including all institutions of higher education) shall be developed or significantly enhanced without the approval of the Executive Director of the Department of Personnel and the State Controller.
6. All state agencies, including all institutions of higher education, currently operating their own personnel or payroll systems shall:
 - convert to the CPPS as their primary operating system;
 - obtain approval from the Executive Director of the Department of Personnel and the State Controller to use systems software that will directly provide the common data elements to the CPPS;

on a schedule agreeable with the Executive Director of the Department of Personnel and the State Controller. Conversion of all agencies and institutions shall be accomplished as soon as reasonably feasible, but no later than June 30, 1988.


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7. To accomplish these purposes, the Personnel Director and the State Controller shall consult with all user groups in implementing this Executive Order.



GIVEN under my hand and the
Executive Seal of the State
of Colorado, this 29th day
March, A.D., 1984.


Richard D. Lamm
Governor

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