

STATE OF CALIFORNIA

KATHLEEN CONNELL,  
CONTROLLER OF CALIFORNIA

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OFFICE OF STATE CONTROLLER  
PERSONNEL/PAYROLL SERVICES DIVISION  
300-Capitol Mall  
P.O. Box 942850  
Sacramento, CA 94250-5878

Date: July 24, 2002

LEAVE ACCOUNTING LETTER # 02-015  
(Civil Service Only)

To: All Agencies in the California Leave Accounting System (CLAS)

From: RON HUTCHESON, Manager  
Customer Support Section

Re: POSITION INVENTORY REPORTS

This is to inform you that enhancements have been made to the Established Position and Potential Vacancy reports on Viewdirect. Effective August 1, 2002, the reports listed below will have a new field added that will display the prior position number for established positions that have been reclassified. The reports were modified to display this information in a field entitled "Prior". The modified reports are:

PDV1101      Established Positions by Position Number

PDV1105      Potential Abolish-Positions With No Expenditures  
for 6 or More Consecutive Months by Facility and  
Position Number

PDV1107      Positions With No Expenditures for 3, 4, or 5  
Months by Facility and Position Number

Should you have questions or concerns regarding these reports, please contact Pam Wilson at (916) 324-3842, or via e-mail at [pwilson@sco.ca.gov](mailto:pwilson@sco.ca.gov).

RH:dk