

1.0 Definition

- 1.1 Reinstatement - Reemployment after layoff of a permanent employee to a permanent position in the employee's former class or in a lower class.

2.0 Procedure

- 2.1 Reemployment List - The Personnel Office will maintain a list by position class of permanent employees laid off for lack of work or funds. An employee's name will remain active on the list for a period of thirty-nine (39) months. (Education Code §§ 88117 and 88015)
- 2.2 Notification - As positions become available, employees will be notified. Those employees having the longest District service in the position class (from which laid off) and higher classes will be notified first.
- 2.3 District Responsibility - Whenever an employee rejects an offer of an open position in the class to which the employee was assigned at time of layoff, the District obligation to that employee ceases. The employee's name will be removed from the reemployment list. Failure to accept an offer shall permanently terminate an employee's employment with the District.

(Formerly P-6126)

LRCCD

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Adm. Regulation Revised: 1/66; 10/67; 2/69; 5/71; 10/29/75; 10/15/80; 10/20/82; 4/28/97
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Board Policy: [P-6136](#)