

**PROPOSED REGULATION OF THE
HUMAN RESOURCES COMMISSION**

LCB FILE NO. R154-26I

**The following document is the initial draft regulation proposed
by the agency submitted on 06/29/2026**

Explanation of Proposed Change: This amendment, proposed by the Division of Human Resource Management, will modernize the regulation by providing the internet location for the hearing procedures.

NAC 284.774 Scope. (NRS 281.641, 284.065, 284.155, 284.376, 284.390)

1. NAC 284.774 to 284.818, inclusive, govern hearings in all cases relating to dismissals, suspensions, demotions and involuntary transfers before the hearing officer and hearings for a written appeal filed pursuant to NRS 281.641.

2. Except as otherwise provided in subsection 3, the hearing officer shall use the hearings procedures established in NAC 284.774 to 284.818, inclusive, and any hearings procedures provided by the Division of Human Resource Management if interested parties have proper notice of any procedural changes or are not prejudiced thereby. A copy of the hearings procedures is available ~~{by contacting}~~ *from* the Division of Human Resource Management ~~{at 100 North Stewart Street, Suite 200, Carson City, Nevada 89701}~~ *at the Internet address <https://hr.nv.gov/>.*

3. Each hearing officer may adopt supplementary rules governing practice before him or her not inconsistent with the provisions of subsection 2. The supplementary rules must be made available, in writing, to all parties not less than 5 business days before a hearing.

[Personnel Div., Hearings Procedures § (C), eff. 11-28-65; A 6-9-74]—(NAC A by Dep't of Personnel, 10-26-84; A by Personnel Comm'n by R192-09, 6-30-2010, eff. 7-1-2010)

Explanation of Proposed Change: The following amendment, proposed by the Division of Human Resource Management (DHRM), removes the requirement for an employee to submit an application when requesting a transfer. The changes simply require an employee to make their interest known to the hiring department.

NAC 284.390 Transfers initiated by employees. (NRS 284.065, 284.155, 284.375)

1. An employee may request a transfer from a position under the jurisdiction of one appointing authority to a position under the jurisdiction of another appointing authority if the positions are in the same class or a comparable class.
2. An employee who wishes a transfer to a position in the same class must:
 - (a) Make his or her interest known to the hiring ~~{agency}~~ *department*; or
 - (b) Submit a request for a transfer to the Division of Human Resource Management to have his or her name placed on a transfer list for a position in the same class.
3. For a transfer to a position in a comparable class:
 - (a) The employee must submit a ~~{application}~~ *resume* to the hiring ~~{agency}~~ *department making his or her interest known*; and
 - (b) The Division of Human Resource Management must approve the request for a transfer.
4. An employee may not transfer through noncompetitive means to underfill a position allocated at grade 30 or higher if that position is allocated at a higher grade than the position the employee currently occupies.

[Personnel Div., Rule VI § D subsecs. 1-4, eff. 8-11-73]—(NAC A by Dep't of Personnel, 8-26-83; 10-26-84; 6-18-86; 7-21-89; 8-1-91; 10-27-97; A by Personnel Comm'n by R183-03, 1-27-2004)

NAC 284.398 Transfers to classified service; certain transfers to unclassified service. (NRS 284.065, 284.155, 284.375)

1. An unclassified employee who has less than 4 months of service and whose appointment was immediately preceded by an appointment in the classified service in which the person was a permanent employee may transfer back into the classified service under the same conditions and with the same benefits as classified employees, except that the duties and compensation of the position to which the person is transferred must be similar, as determined by the Division of Human Resource Management, to either the unclassified position or to a previously held classified position.
2. Employees of any governmental agency which is acquired for administration by the State pursuant to NRS 284.022 may transfer into the classified service or unclassified service with the rights and benefits authorized by the Legislature.
3. An employee who transfers into the classified service:
 - (a) Must ~~{complete an application}~~ *submit a resume to the hiring department making his or her interest known*, and meet the minimum qualifications for the class of the position to which he or she is transferring;
 - (b) Must have his or her date of transfer and appointment to the classified position effective immediately following the last day of employment in the unclassified or nonclassified position