

NEW SECTION

WAC 357-16-017 When must an employer provide the salary range or management band for a position? In accordance with RCW 49.58.110, an employer must provide the salary range or management band in the following circumstances:

1 Upon request of an individual for employment after an employer has initially offered the individual the position; and

2 Upon request of a current employee who is offered an appointment to another position.

If no salary range or management band exists, an employer must provide the minimum wage set by the employer prior to posting the position or appointing an employee to another position.

For the purposes of this section "employer" also includes those employers with fewer than fifteen employees.

NEW SECTION

WAC 357-16-215 May an employer seek the wage or salary history of an individual for employment? In accordance with RCW 49.58.100, an employer may not:

1 Seek the wage or salary history of an individual applying for employment, including current employees, from the individual or the individual's current or former employer; or

2 Require that an individual's prior wage or salary history meet certain criteria, except as provided in WAC 357-16-220.

For the purposes of this section "employer" also includes those employers with fewer than fifteen employees.

NEW SECTION

WAC 357-16-220 May an employer confirm an individual's wage or salary history? In accordance with RCW 49.58.100, an employer may confirm an individual's wage or salary history if:

1 The individual has voluntarily disclosed their wage or salary history; or

2 After the employer has negotiated an offer and made an offer of employment including compensation to the individual.

For the purposes of this section "employer" also includes those employers with fewer than fifteen employees.

WAC 357-58-190 What must be addressed in agency s WMS recruitment and selection policy and/or procedure? An agency s WMS recruitment and selection policy must:

1 Provide for the ability to consider any or all qualified candidates for hire, promotion, or internal movement;

2 Ensure that hiring decisions are fair, objective, and based on the evaluation of leadership and other job related competencies and characteristics required for successful job performance and performance management;

3 Support workforce diversity and affirmative action goals;

4 Consider the career development of the agency s employees and other state employees;

5 Ensure that hiring decisions are not based on patronage or political affiliation;

6 Ensure compliance with state and federal laws relating to employee selection and nondiscrimination;

7 Encourage decentralized and regional administration of the recruitment and selection processes when it is appropriate for the agency;

8 Ensure compliance with requirements governing wage and salary information in accordance with RCW 49.58.100, 49.58.110, WAC 357-16-017, 357-16-215, and 357-16-220.