

**THE MANAGEMENT AND BUDGET ACT (EXCERPT)**  
**Act 431 of 1984**

**18.1454 Appropriation of full-time equated positions; basis; report on status of FTE positions; report containing fiscal year summary of information required in subsection (2).**

Sec. 454.

- (1) Each budget act shall appropriate full-time equated positions based on 2,088 hours for 1.0 FTE position.
- (2) Before the end of each quarter, the department of civil service shall provide a report to the department, the appropriations committees, and the fiscal agencies regarding the status of FTE positions for the preceding quarter. The quarterly report shall include, but shall not be limited to, the following information:
  - (a) The number of FTE positions, by department, on the last payroll for the preceding quarter.
  - (b) The increase or decrease in FTE positions, by department, compared to the last quarterly report.
  - (c) The difference between the appropriated FTE positions, and the actual number of FTE positions, by department, for that quarter.
  - (d) Summary totals for the information listed in subdivisions (a), (b), and (c).
- (3) The department of civil service shall provide a report to the appropriations committees and the fiscal agencies by December 1 of each year, which shall include a fiscal year summary of the information required in subsection (2) for the most recently completed fiscal year.

**History:** Add. 1988, Act 504, Imd. Eff. Dec. 29, 1988 ;-- Am. 1999, Act 8, Imd. Eff. Mar. 22, 1999

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