

# MEMORANDUM

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**Date:** June 29, 2018

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**To:** California Department of Corrections and Rehabilitation (CDCR) All Staff  
California Correctional Health Care Services (CCHCS) All Staff

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	Original signed by:	Original signed by:
<b>From:</b>	Katherine Minnich Deputy Director, Human Resources CDCR	Jasinda Muhammad Deputy Director, Human Resources CCHCS

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**Subject:** VETERANS' PREFERENCE INFORMATION

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This memorandum is to provide information regarding Veterans' Preference (VP) and how it applies to State civil service examinations. In accordance with Government Code Sections [18973.1](#), [18973.5](#), [18976](#), and the California Department of Human Resources (CalHR), VP is awarded as follows:

1. Any veteran, widow or widower of a veteran, or spouse of a 100 percent disabled veteran, who achieves a passing score in an entrance examination, shall be ranked in the top rank of the resulting eligibility list. However, VP does not apply to any veteran who has been dishonorably discharged or released.
2. An entrance examination is defined, under the law, as any open competitive examination. VP may be applied to a veteran's eligibility for open and non-promotional examinations.
3. VP is not granted once a person achieves permanent civil service status.
4. VP may be available for a service member who is on active duty, achieves a place on an eligible list, and is within six months of separation from active service through the Provisional Transitional process.

For further information and to apply for VP, visit CalHR's website at <https://jobs.ca.gov/CalHRPublic/Landing/Veterans.aspx>, or contact CalHR at (866) 844-8671.

cc: Institutional Personnel Officers  
Personnel Liaisons  
Office of Workforce Planning Staff  
Office of Personnel Services Staff  
CCHCS Human Resources Office  
CCHCS Regional Human Resources Offices