

**§7071. Employee right to review personnel file**

The officer shall, upon written request from an employee, provide the employee, former employee or the employee's duly authorized representative with an opportunity to review the employee's personnel file. These reviews must take place in the Bureau of Human Resources and during its normal office hours. Time spent by an employee in reviewing the employee's personnel file may not be considered as time worked. For the purposes of this section, a personnel file includes, but is not limited to, any formal or informal employee evaluations and reports relating to the employee's character, credit, work habits, compensation and benefits that the officer has in the officer's possession. [RR 2023, c. 1, Pt. B, §45 (COR); RR 2023, c. 1, Pt. B, §50 (AFF).]

**SECTION HISTORY**

PL 1985, c. 785, §B38 (NEW). RR 2023, c. 1, Pt. B, §45 (COR). RR 2023, c. 1, Pt. B, §50 (AFF).

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