

amendments thereto which are approved by the personnel board or on which the personnel board takes no action within sixty days after they are recommended by the personnel officer, shall be transmitted to the board of aldermen. Rules and amendments thereto shall become effective when approved by the board of aldermen or on the thirty-second day after submission if prior thereto the board of aldermen shall not have rejected them by resolution. Thereafter the personnel board shall have power to amend, repeal, or add to the rules on the recommendation of the personnel officer or on its own initiative, subject to the requirement of a public hearing and all other subsequent steps of procedure required herein for the adoption of the original set of rules.

(b) Rules adopted hereunder shall have the force and effect of law. They shall provide for the method of holding competitive examinations, the establishment, maintenance, consolidation, and cancellation of eligible lists, administration of the classification plan and the compensation plan, the hours of work, vacations, attendance regulations, and leaves of absence for employees in the classified service, the order and manner in which lay-offs shall be effected, and other matters of personnel administration.

(c) The powers conferred herein upon the personnel officer shall be subject only to the provisions of this article and of the rules adopted hereunder, and may be exercised by regulation or by order as the personnel officer sees fit.

COMMISSIONER OF STATE EMPLOYMENT AND REGISTRATION

132. In order that the city's merit system may be administered without unnecessary expense, the city may request and avail itself of the facilities of the Commissioner of State Employment and registration.

APPOINTMENTS

133. (a) The personnel officer shall provide for such examinations and tests as may be necessary to determine the qualifications of applicants for positions in the classified service.

(b) The personnel officer shall reject all applicants who fail to comply with reasonable requirements as to age, sex, physical condition, and moral character.

(c) The personnel officer shall prepare lists of candidates eligible for employment, which lists shall be ar-