**Section 304.30 Employee Records**

The Director shall establish and maintain personnel records for employees subject to the Personnel Code showing the name, sex, county of residence, date of birth, date of original appointment to the State service, date of promotions, demotions, transfers, and other transactions, present position title, status, salary, and the operating agency wherein the employee is assigned.

(Source: Amended at 48 Ill. Reg. 8757, effective June 5, 2024)