

The Rule of Three

Question: How do you determine who is reachable for appointment?

Answer: Count down 3 names from the top of the list. Everyone ranked above or tied in score with this third candidate is reachable.

Question: May I appoint anyone in the top 3 scores?

Answer: No. Only people ranked above or tied in score with the third candidates from the top of the list.

Examples: Who is reachable for appointment when there is one vacancy?

<u>Example 1</u>			
1 Julia	100	Reachable	In this case you must choose from among Julia, Nelson, and Linda. This is because Civil Service Law requires you to choose from among the 3 highest ranking candidates.
2 Nelson	95	Reachable	
3 Linda	90	Reachable	
4 Horace	85		
5 Kwah	85		
6 Joe	85		
7 Carey	80		

<u>Example 2</u>			
1 Paula	90	Reachable	In this example, you must choose from among the candidates who received a score of 90. This is because there are three candidates with a score of 90 and Civil Service Law requires you to choose from among the 3 highest ranking candidates.
2 Karen	90	Reachable	
3 Jim	90	Reachable	
4 Taylor	85		
5 Dell	85		
6 Pat	85		
7 Doug	80		

<u>Example 3a - Band Scored</u>			
1 Pedro	90	Reachable	In this example, you may choose from among the top 6 candidates. This is because there are two candidates with a score of 90 and four who are tied with a score of 85. According to Civil Service Law, in addition to the three highest ranking candidates, you are allowed to choose from candidates who are tied in score with the third highest ranking candidate.
2 Will	90	Reachable	
3 Lori	85	Reachable	
4 Marie	85	Reachable	
5 Dan	85	Reachable	
6 Jill	85	Reachable	
7 Tammy	80		

Example 3b-Point Scored

1 Pedro	89	Reachable	This example is exactly the same as the previous example, except that the exams have been point scored instead of band scored. Because the exams are point scored, you may only choose from among the top 3 candidates instead of the top 6. This is because point scoring differentiates between candidates even if they scored within a point or two of each other, while band scoring treats those candidates as if they scored the same. Band scoring makes a tie with the third highest ranking score much more likely, and often increases the number of reachable candidates.
2 Will	88	Reachable	
3 Lori	84	Reachable	
4 Marie	83		
5 Dan	82		
6 Jill	81		
7 Tammy	79		