



STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
Division of Human Resource Management
209 E. Musser Street, Room 101 | Carson City, Nevada 89701
Phone: (775) 684-0150 | www.hr.nv.gov | Fax: (775) 684-0122

MEMORANDUM
HR#49-16

May 27, 2016

TO: DHRM Listserv Recipients

FROM: Peter Long, Administrator *Peter Long*
Division of Human Resource Management

SUBJECT: Form Revision – Notice of Transfer or Resignation

The Division of Human Resource Management announces that the [Notice of Transfer or Resignation](#) form (NPD-45) has been updated and is now available on our website. Instructions are now included on how to process the form in the event an employee does not complete the *Last Date with Current Agency* field.