<https://www.ofm.wa.gov/about/news/2020/05/gov-inslee-issues-directive-state-agencies-freeze-hiring-personal-service-contracts-and-equipment-purchases>

Gov. Inslee issues directive to state agencies to freeze hiring, personal service contracts and equipment purchases

May 13, 2020

Gov. Jay Inslee issued a [directive](https://www.governor.wa.gov/sites/default/files/20-05%20-%20Hiring-PS%20Contracts-Purchasing%20%28tmp%29.pdf?utm_medium=email&utm_source=govdelivery) to executive and small cabinet agencies today to freeze all hiring, personal service contracts and equipment purchases. The directive aims to mitigate the impacts of the COVID-19 pandemic on Washington's economy and financial outlook.

Exemptions from the directive will be granted if needed for filling vacancies in critical areas or personal service contracts or equipment purchases are necessary to continue critical service or operations. The governor also calls upon higher education institutions, boards and commissions, and other separately elected officials to impose similar restrictions.

"While this is not going to be easy, I ask each agency to use common sense, good judgment and creativity to accomplish the ultimate goal of this directive: to capture immediate savings through spending reductions not related to the public safety and essential health and welfare of Washingtonians," the directive states.

The directive is effective May 18, 2020.

* [Read the directive [PDF]](https://www.governor.wa.gov/sites/default/files/20-05%20-%20Hiring-PS%20Contracts-Purchasing%20%28tmp%29.pdf?utm_medium=email&utm_source=govdelivery)
* [Implementation instructions for agencies, including exemption request forms](https://www.ofm.wa.gov/about/covid-19-hr-accounting-and-budget-guidance-state-agencies/directive-freeze-hiring-personal-services-contracts-and-equipment-purchases)