"Essential Employee" has the following definition in the Executive Order entitled, PROCEDURE FOR RELEASE OF STATE EMPLOYEES UNDER EMERGENCY CONDITIONS: an employee whose duties are of such a nature as to require the employee to report for work or remain at the work site to continue agency operations during an emergency situation. The appointing authority or designee may excuse emergency essential employees from duty, or require their presence, as circumstances and conditions warrant, to maintain minimum staffing requirements for the affected facilities. Emergency Essential Employees must be notified of their essential status no later than December 1 of each year.