



## ADMINISTRATIVE RULE WAIVER REQUEST: EXTENSION OF ELIGIBLE LIST

Petitioner Name: Kathy Robinson

Contact Information: 515-239-1654 kathy.robinson@iowadot.us

Hiring Authority: Deanna Maifield17-

Administrative Rule to be Waived: 11—56.5(8A) Expiration of a list.

### Statement of Rule:

The expiration of a list shall be 120 calendar days following the date of issue unless otherwise approved by the director. All appointments or promotions must be reported to the director before the expiration date of the list. Effective dates of appointments or promotions must be no later than 60 days after the expiration date of the list unless otherwise authorized by the director, except that appointments or promotions "pending graduation" or "pending license" shall be allowed to be effective up to nine months following the expiration date of the list.

List the names of the persons or the description of the class known by petitioner to be affected:

17-00403 accounting technician 3 P5 12774

Briefly describe the change requested, including the portion of the rule to be waived:

The portion of the rule requested to be waived is, "All appointments or promotions must be reported to the director before the expiration date of the list." Also, "appointment or promotions must be no later than 60 days...." We are requesting to report the name and appoint as soon as the applicant is selected and accepts the offer of employment.

Justification for waiving rule (attach additional sheets, as needed):

We have interviewed and have identified the candidate we want to hire. We are currently conducting reference checks. The list expires 11/11/17 and should our first candidate not accept, we would have to go to our second candidate in scoring and offer the position including reference checks. We do not want the list to expire before we can complete this hire.

Petitioner Signature

Kathy Robinson

Date 11/02/17

DAS-HRE Bureau Chief Signature

Date 11/6/17

Decision:

☐ Granted  
☒ Denied

*No justification for agency delay.*

Signature of DAS Director's  
Designee/COO of DAS-HRE

Date 11/6/17