



ADMINISTRATIVE RULE WAIVER REQUEST

Petitioner Name: John McCormally

Contact Information: Susan Fager

Hiring Authority: Rob Sand

Administrative Rule to be Waived: 11-53.7(8A) sub rule 53.7(1)

Statement of Rule:

The minimum pay increase eligibility period for employees shall be 52 weeks, except that it shall be 26 weeks for new hires and employees who receive an increase in base pay as a result of a promotion, reclassification or pay grade change." and subrule 53.7(5)a "A new eligibility date shall be set when an employee receives an increase in base pay,

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

Employees with the Auditor's office

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

See Attached letter

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

See attached letter

Department Director Signature

Date 30 January 2020

DAS-HRE Bureau Chief Signature

Date _____

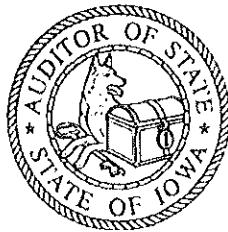
Decision:



Granted
Denied

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

Date 1/30/2020



OFFICE OF AUDITOR OF STATE
STATE OF IOWA

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Rob Sand
Auditor of State

January 22, 2020

Christy Niehaus, HRE Chief Operating Officer
Department of Administrative Services
1305 E Walnut St, 3rd Floor
Des Moines, IA 50319

The Office of Auditor of State requests a waiver from the Department of Administrative Services of Iowa Administrative Code Chapter 11 – 53.7(8A), sub rule 53.7(1), in order to move the date of annual merit increase for AOS employees to Friday, July 10, 2020 and reset the 52 weeks required in the Administrative Code to that date.

As you well know, the rule provides that *The minimum pay increase eligibility period for employees shall be 52 weeks, except that it shall be 26 weeks for new hires and employees who receive an increase in base pay as a result of a promotion, reclassification or pay grade change.*" and subrule 53.7(5)a "A new eligibility date shall be set when an employee receives an increase in base pay, except when transferring in the same pay grade to a different pay plan. Such date will be set at 52 weeks, except for new hires and employees who receive a pay increase as a result of a promotion, reclassification or pay grade change. The date for such employees shall be 26 weeks following the effective date of the action."

The Auditor is seeking this waiver in order to align the promotion cycle to the start of the fiscal year, as well as the move the merit evaluation process to less busy part of the Audit cycle. By conducting our evaluations in May and making them effective at the start of the next fiscal year, we hope to be better able to forecast revenue and expenses and provide more meaningful evaluations for our employees. We believe it is more prudent to seek this waiver and undertake evaluations and increases this May, rather than waiting until the following May,

Thank you for your consideration. Please let me know if you have any questions.

All the best,

John McCormally
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