



# ADMINISTRATIVE RULE WAIVER REQUEST: EXTENSION OF ELIGIBLE LIST

**Petitioner Name:** Kayli Burkhart

**Contact Information:** 515-281-3411

**Hiring Authority:** Brad Niebling

**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:**

Education Program Consultant  
\_\_\_\_\_  
\_\_\_\_\_

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

Requesting to extend the expiration of the applicant/hire list for Reg #20-01585  
\_\_\_\_\_  
\_\_\_\_\_

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

Length of hiring process for this position has been affected due to COVID19  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Department Director Signature**  **Date** 5/11/2020

**DAS-HRE Bureau Chief Signature**  **Date** 5/12/2020

**Decision:**

- Granted**
- Denied**

Extension of eligible list for 30 days.

**Signature of DAS Director’s Designee/COO of DAS-HRE** \_\_\_\_\_ **Date** \_\_\_\_\_