



ADMINISTRATIVE RULE WAIVER REQUEST

Petitioner Name: Iowa Department of Transportation

Contact Information: 800 Lincoln Way, Ames, Iowa 50010

Hiring Authority: Lee Wilkinson

Administrative Rule to be Waived: 53.11(5)

Statement of Rule:

53.11(5) Compensatory time. An overtime eligible employee may accrue up to 80 hours of compensatory time before it must be paid off. Compensatory time may be paid off at any time, but it shall be paid off if the employee separates, transfers to a different agency, or moves to a class with a different overtime eligibility designation.

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

All overtime eligible classifications including but not limited to HTA, HT, HTS, CT, CTSr., DIS Service Center Associate, DIS Service Center Specialist, DIS Service Center Consultant.

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

Extension of the approved April 7, 2020 Administrative Rule Waiver Request which increased the maximum accrual of compensatory time to 160 hours.

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

Due to the COVID-19 emergency, employees may not have the ability to use accumulated compensatory leave. Additionally, with the department's winter operations, our staff in Maintenance, Construction, Materials and other areas of the agency that have responsibility for winter operations typically fill up their comp banks early in winter and have little ability to use that time during the winter season. Also, our construction schedule, which is opposite of winter, creates the same situation for Construction, Materials, and Maintenance staff who have responsibilities for construction projects. There is a budgetary benefit to the department as well to increase the size of comp banks.

Department Director Signature Lee Wilkinson **Date** 9/23/20

DAS-HRE Bureau Chief Signature _____ **Date** _____

Decision:

- Granted**
- Denied**

Signature of DAS Director's Designee/COO of DAS-HRE _____ **Date** _____