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STATE OF NEW JERSEY

FINAL ADMINISTRATIVE ACTION  
OF THE  
CIVIL SERVICE COMMISSION

In the Matter of H.F., Office of  
Information Technology

Request for Rule Relaxation

CSC Docket No. 2015-3118

ISSUED: JUN 19 2015 (LDH)

The Office of Information Technology, on behalf of H.F., requests the relaxation of the provisions of *N.J.A.C.* 4A:6-1.22 so as to permit H.F. to receive more than the 260 donated leave days allowed to a recipient.

H.F. is an approved recipient of donated leave and is currently participating in the program. The appointing authority indicates that H.F. received the lifetime maximum of 260 days of donated leave. The appointing authority further states that H.F. exhausted the remainder of her donated leave on June 8, 2015, but is expected to return to work on August 3, 2015. The appointing authority also encloses a letter from H.F. requesting additional donated leave to accommodate the recovery of her daughter from a catastrophic illness. The appointing authority requests that H.F. be permitted to receive more than the 260-day allowable maximum.

*N.J.A.C.* 4A:6-1.22 (Donated Leave Program) states, in pertinent part, that in State service, a leave recipient shall receive no more than 260 sick or vacation days, and shall not receive any such days on a retroactive basis.

*N.J.A.C.* 4A:1-1.2(c) provides that a rule may be relaxed for good cause in a particular circumstance in order to effectuate the purposes of Title 11A, New Jersey Statutes.

## CONCLUSION

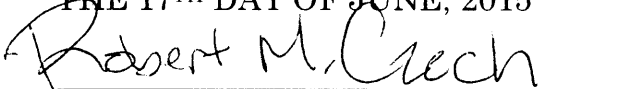
The Office of Information Technology, on behalf of H.F., requests the relaxation of the provisions of *N.J.A.C. 4A:6-1.22* so as to permit H.F. to receive more than the 260 donated leave days allowed to a recipient. Based on the particular circumstances presented, good cause has been established to relax the provisions of *N.J.A.C. 4A:6-1.22* to permit H.F. to receive additional donated leave days.

## ORDER

Therefore, it is ordered that this request be granted. Since H.F. previously exhausted the 260 days of donated leave allowed to a recipient, this decision will permit her to utilize donated leave time retroactive to June 8, 2015.

This is the final administrative determination in this matter. Any further review should be pursued in a judicial forum.

DECISION RENDERED BY THE  
CIVIL SERVICE COMMISSION ON  
THE 17<sup>TH</sup> DAY OF JUNE, 2015



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