

MAJOR DISCIPLINARY APPEAL FORM

New Jersey Civil Service Commission - Division of Appeals and Regulatory Affairs

Mail completed form to: Civil Service Commission, Unit H, P.O. Box 312, Trenton, NJ 08625-0312.

1. Your Name: _____
Address: _____

(City) (State) (Zip Code) Daytime Telephone: () _____
Email: _____

2. Will you be represented by a lawyer or union representative at the hearing? YES NO
If YES, complete Section 2.
Representative Name: _____
Union or Law Firm: _____
Address: _____

(City) (State) (Zip Code) Telephone: () _____
Email: _____

3. Give a copy of this form and attachments to your Personnel Officer/Employer Representative
Personnel Officer's/
Employer Representative's Name: _____
Address: _____

(City) (State) (Zip Code) Telephone: () _____
Email: (if known) _____

4. Your or your representative's signature
 Date: _____

- 5. ATTACH the following to this form:**
1. Preliminary Notice of Disciplinary Action.
 2. Final Notice of Disciplinary Action.
 3. Check or Money Order for \$20.00 payable to NJCSC.

NOTE: Your appeal will NOT be processed unless Sections 1-4 are completed and the three documents listed in Section 5 are included. Pursuant to P.L. 2010, c. 26, effective July 1, 2010 there is a \$20 fee for disciplinary appeals. Please include the required \$20 fee with your appeal. Payment must be made by check or money order only, payable to NJ CSC and sent to the CSC, Unit H, P.O. Box 312, Trenton, N.J. 08625. Persons receiving public assistance pursuant to P.L. 1947, c.156 (C.44:8-107 *et seq.*), P.L.1973, c. 256 (C.44:7-85 *et seq.*), or P.L.1997, c.38 (C.44:10-55 *et seq.*), and veterans as defined by N.J.S.A.11A:5-1 *et seq.* are exempt from this appeals fee. If you have been suspended or removed, you should seek alternate employment. In case your penalty is reduced, failure to seek alternate employment could reduce your back pay award.