

123:1-41-20

Inspection of layoff lists.

- (A) Posting of layoff lists. At least fourteen calendar days prior to any layoff, the appointing authority ~~shall~~ prepares and posts for inspection in a conspicuous and public place accessible to affected employees a list containing the name, continuous service date, type of appointment, status, classification, and retention points of all employees in that classification and lower classifications in the classification series and ~~shall~~ indicates thereon which employees will be laid off.
- (B) Availability of lists and rules. The appointing authority's layoff list and copies of the administrative rules regarding layoffs ~~shall~~ will, upon request, be made available for inspection and copying to anyone during normal working hours. A reasonable charge for reproduction may be made.

Effective: 12/1/2022
Five Year Review (FYR) Dates: 9/15/2022 and 09/15/2027

CERTIFIED ELECTRONICALLY

Certification

11/21/2022

Date

Promulgated Under: 119.03
Statutory Authority: 124.09
Rule Amplifies: 124.327
Prior Effective Dates: 07/31/1982, 02/04/1996, 04/05/1999