



EXCEPTION TO DPA SALARY RULES

Rate Upon Reappointment or Reinstatement, No Break in Service

DPA-744 (REV. 11/2006)

Employee Information

First Name: _____ Middle Initial: _____ Last Name: _____
 Current Class: _____
 Salary Range: \$ _____ to \$ _____
 Former Class: _____
 Salary Range: \$ _____ to \$ _____
 New Class: _____
 Salary Range: \$ _____ to \$ _____ Effective Date: _____
 Current Salary Rate: \$ _____ Former Salary Rate: \$ _____

Reason for Exception

- Reinstatement to a former class or a class substantially the same as the former class.
- Voluntary demotion and reinstatement to the same class or a class substantially the same.
- Demotion in lieu of layoff and reinstatement to a different class.

Salary Determination

From Max \$ _____
 To Max \$ _____
 Result +/- \$ _____
 ÷ Lower Max \$ _____
 Range Differential % +/- \$ _____
 Salary Regulation: _____
 Salary Calculation: Current Rate \$ _____ X _____ = \$ _____ (New Rate)

Reconstruction Calculation

Former Rate: \$ _____ As of Last Served Date: _____

Rate Last Received	% Amount	Effective Date & Action	New Rate	Notes
\$ _____	X _____	_____	\$ _____	_____
\$ _____	X _____	_____	\$ _____	_____
\$ _____	X _____	_____	\$ _____	_____
\$ _____	X _____	_____	\$ _____	_____
\$ _____	X _____	_____	\$ _____	_____

(Use reverse side if additional space is needed.)

Recommendation

Exception to Rule _____ provides the employee the rate last received in the former class and it is the department's policy to offer this benefit.

Approved as Requested Denied _____ Date _____
 Reason for Denial: _____ (Analyst/Manager)