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PLEASE POST: March 14 – March 18, 2005

APPROVED AMENDMENTS TO PROPOSED TEXT OF RULE 7, Examination Lists and Eligible Registers

Amendments to the previously posted proposed text of
Rule 7 § 7(A)(1)(c) and § 7(A)(2),

as approved March 11, 2005,
following the close of the Public Hearing.

Posted in compliance with Commission Rule II § 4(A)(6).
None of the proposed amendments to Rule 7 will become final until
the issuance of a Notice of Adoption.
A Notice of Adoption will be issued only after this required 5-day posting.

PLEASE NOTE:

Deleted Text: Marked by ~~strikethrough~~.

New Text: Marked by double underline.

General Text: The text provided is the plain text of the previously posted,
proposed amendments to the Rule.

Questions: Contact Brian Kellogg, Sr. Personnel Analyst
720-913-3366 or brian.kellogg@ci.denver.co.us

RULE 7

EXAMINATION LISTS AND ELIGIBLE REGISTERS

Section 7. Removal of Names from an Eligible Register.

A. The name of an applicant or candidate may be removed/stricken from an eligible register for original or promotional appointment, respectively, for any of the following reasons:

1. When, due to a temporary circumstance, or due to becoming temporarily incapable of performing the duties of the position, an applicant or candidate:
 - a. Provides notice that he/she is unavailable for certification or for appointment; or
 - b. Following certification for appointment, he/she provides notice of unavailability for appointment or declines appointment to the position for which certified;

Then, such applicant or candidate shall be notified in writing that any failure to meet the following requirements will result in removal from the eligible register:

- c. No later than fifteen (15) calendar days after the date of mailing of the notice from the Commission, the individual shall file a signed and dated statement with the Commission requesting that his/her name be retained on the eligible register.
 - d. The statement shall specify, with particularity, the reason(s) for unavailability or declining the appointment.
 - e. The statement shall fully describe the temporary nature of the circumstance or condition that was the basis for unavailability or declining the appointment; and shall include any documentation, witness statements, and/or other evidence that the individual would like the Commission to consider in support of the request.
 - f. The statement shall indicate the approximate date when the individual believes that he/she will be available and capable of accepting an appointment.
 - g. Any such request and the supporting evidence must be acceptable to the Commission. In the case of declining an appointment, it must also be acceptable to the Manager of Safety.
2. Any failure to respond to a written notice of offer of original or promotional appointment within the time limit and in the manner specified in the notice; a minimum of seven (7) calendar days following the date of mailing by the Manager of Safety, or by the department to which the applicant or candidate has been certified, when provided that the notice specifies the deadline and manner for allows at least seven (7) calendar days, from the date of mailing, in which to provide a response.

3. Any false, incomplete, misleading or misrepresentative statement or any omissions of fact relevant to a determination of qualifications and/or suitability, on any documents or in any interviews associated with the respective application, registration and/or examination process.
4. For original appointment only, the inability of the Postal Service to deliver mail because of an incorrect mailing address on file and/or an unknown mailing or forwarding address.