

SVCOHS Staff Supplemental- Exception to Hire Form

Additional information is required to assist with the review of positions deemed to be essential personnel or operationally critical. This form is used to provide the following additional information and must be attached to OHR's Exception to Hire form:

Accounting Information: Account numbers and the % of effort assigned to each one. For grants, please include the grant end date.

Sustainability Plan: Include details for a 2 year sustainability plan for this position.

Contact Details

Department:

Requestor Name:

Requestor Email:

Justification Information

Type of Exception:

Type of Request:

Accounting Information

Account Number

%

Grant End Date

(if applicable)

Account Number

%

Grant End Date

(if applicable)

Requested Information

Provide details related to a 2- year sustainability plan for this position.