

**Chapter ER-Pers 10**

**LIMITED TERM APPOINTMENTS**

ER-Pers 10.01	Definition and duration of categories of limited term appointment	ER-Pers 10.03	Approval by administrator
		ER-Pers 10.04	Procedures and records
ER-Pers 10.02	Classification and compensation	ER-Pers 10.05	Status of employes on limited term appointments

**Note:** Chapter Pers 10 was renumbered to be Chapter ER-Pers 10, effective March 1, 1983.

**ER-Pers 10.01 Definition and duration of categories of limited term appointment.** (1) A limited term appointment means the appointment of a person to perform a grouping of duties and responsibilities on a non-project basis under conditions of employment which do not provide for attainment of permanent status and includes provisional appointments under s. 230.26 (1), Stats.

(2) The total time worked in any one position by an individual limited term employe shall not exceed 1043 hours of employment during a block of time which consists of 26 consecutive biweekly payroll periods and which ends on the anniversary date of the appointment. The maximum time durations for provisional appointments are provided under s. 230.26 (2) and (3), Stats.

**History:** Cr. Register, October, 1972, No. 202, eff. 11-1-72; am. (intro.), r. (4), Register, September, 1975, No. 237, eff. 10-1-75; r. and recr. (1), r. (2) and (3), (2) renum. from Pers 10.03 and am., Register, February, 1981, No. 302, eff. 3-1-81; am. Register, February, 1983, No. 326, eff. 3-1-83.

**ER-Pers 10.02 Classification and compensation.** (1) Classification titles for these appointments shall be determined in accordance with the provisions of the limited term classification and pay schedule or be consistent with other classifications identified in the classification plan.

(2) Pay rates for this type of appointment shall be in accordance with the provisions of the limited term pay schedule.

(3) No pay increases shall be allowed for employes on limited term appointments except those approved by the administrator to bring the pay into compliance with sub. (2).

**History:** Cr. Register, October, 1972, No. 202, eff. 11-1-72; renum. from Pers. 10.04 and am., Register, February, 1981, No. 302, eff. 3-1-81.

**ER-Pers 10.03 Approval by administrator.** Prior approval of the classification, pay rate and duration of appointment by the administrator is required before making a limited term appointment.

**History:** Cr. Register, October, 1972, No. 202, eff. 11-1-72; r. (2) and renum. from Pers 10.05 (1) and am., Register, February, 1981, No. 302, eff. 3-1-81.

**ER-Pers 10.04 Procedures and records.** (1) Procedures for recruitment and selection as set forth in subch. II of ch. 230, Stats., may be modified to expedite the appointment of limited term employes.

(2) In order to safeguard the public interest, recruitment and selection procedures must be approved by the administrator, and the appointing authority shall maintain such records of the procedures fol-

**ER-Pers 10**

lowed in making limited term appointments as are determined to be necessary by the administrator. Limited term appointments shall be made so as to contribute to a competent and balanced work force.

**History:** Cr. Register, October, 1972, No. 202, eff. 11-1-72; (1) renum. from Pers 10.06 and am., cr. (2), Register, February, 1981, No. 302, eff. 3-1-81.

**ER-Pers 10.05 Status of employees on limited term appointments.**

(1) Limited term employees do not earn permanent status and are denied benefits and rights specified under s. 230.26 (4), Stats.

(2) The eligibility of limited term employees for worker's compensation, unemployment compensation, group insurance, retirement and social security shall be subject to controlling conditions relating to these benefits. See s. 40.22 (1) (a) and (2) (c), Stats., for eligibility requirements to participate in group insurance and retirement.

(3) Limited term employees shall be paid only for actual hours worked.

**History:** Cr. (1), (2) renum. from Pers 10.07 (2) and am., Register, February, 1981, No. 302, eff. 3-1-81; am. (1), renum. (2) to be (3), cr. (2), Register, February, 1983, No. 326, eff. 3-1-83.