

**Chapter Pers 10**

**LIMITED TERM APPOINTMENTS**

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**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 emergency and 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 and emergency 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.

**Pers.10.02 Prohibitions on the use of limited term employment.** **History:** Cr. Register, October, 1972, No. 202, eff. 11-1-72.

**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.

**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.

**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-

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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 workforce.

**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.

**Pers 10.05 Status of employes on limited term appointments. (1)** Limited term employes do not earn permanent status and are eligible for only those benefits specified under s. 230.26 (4), Stats.

(2) Limited term employes 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.

**Pers 10.07 Status of employes on limited term employment. History:** Cr. Register, October, 1972, No. 202, eff. 11-1-72; am. (1) (a) and (c), Register, September, 1975, No. 237, eff. 10-1-75; am. (1) (a) and (b), Register, December, 1976, No. 252, eff. 1-1-77; r. (1) and renum. (2) to be Pers 10.05 (2), Register, February, 1981, No. 302, eff. 3-1-81.

**Pers 10.08 Renewals, extensions, change of categories and classification. History:** Cr. Register, October, 1972, No. 202, eff. 11-1-72; r. Register, February, 1981, No. 302, eff. 3-1-81.

**Pers 10.09 Change in status between limited term and seasonal or permanent. History:** Cr. Register, October, 1972, No. 202, eff. 11-1-72; r. Register, February, 1981, No. 302, eff. 3-1-81.