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State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES
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Charles M. Arlinghaus
Commissioner

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Assistant Commissioner

May 9, 2025

Her Excellency, Governor Kelly A. Ayotte
and the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

Pursuant to the New Hampshire Division of Personnel Administrative Rules, Per 1205.02(c), "Unpaid Leave," authorize the Department of Administrative Services to grant an unpaid leave of absence for [redacted] for a period of nine additional months, effective upon Governor and Council approval for the period of June 26, 2025, through March 25, 2026.

EXPLANATION

Pursuant to the New Hampshire Division of Personnel Administrative Rules, PER 1205.02(a), the appointing authority may place an employee on unpaid leave of absence without pay for a period not to exceed three months. This employee was granted such leave from March 26, 2025, through June 25, 2025.

In connection with a serious medical condition, [redacted] is unable to return to work as his medical doctors originally projected. This request is due to the fact that the employee will have exhausted all sick leave, has exhausted Family Medical Leave Act job protections and has exhausted Income Protection Pay benefits. [redacted] has been employed by the Division of Plant & Property since [redacted], and needs additional time for recovery and recuperation, which may allow him to return to work at the end of the leave extension.

Your approval of a nine-month continuation would be greatly appreciated.

Charles M. Arlinghaus
Commissioner