

23

CSG

NOV 12 2025



STATE OF NEW HAMPSHIRE
DEPARTMENT OF CORRECTIONS
DIVISION OF ADMINISTRATION
P.O. BOX 1806
CONCORD, NH 03302-1806
603-271-5610 FAX: 888-908-6609
TDD ACCESS: 1-800-735-2964
www.nh.gov/nhdoc

WILLIAM RYAN HART, JR.
COMMISSIONER

JESSICA A. KURON
ASSISTANT COMMISSIONER

October 27, 2025

Her Excellency, Governor Kelly 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 Corrections to grant an unpaid leave of absence for [REDACTED], for a period of seven days, effective upon Governor and Council approval for the period of November 20, 2025 through November 26, 2025.

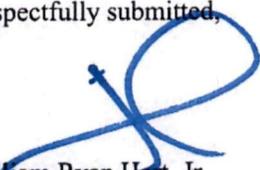
EXPLANATION

The Administrative Rules of Personnel allow the appointing authority to place an employee on an unpaid leave of absence without pay for a period not to exceed three months. The employee was granted leave for the period of August 22, 2025 through November 19, 2025. We are seeking Governor and Council approval to extend the unpaid leave.

In connection with a related medical condition, [REDACTED] is unable to return to work as his medical doctors projected. This request is due to the fact the employee will have exhausted all sick leave and began Income Protection Plan (IPP) on June 29, 2025. [REDACTED] has worked for New Hampshire Department of Corrections since May 03, 2024 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 seven days would be greatly appreciated.

Respectfully submitted,


William Ryan Hart, Jr.
Commissioner

cc: Human Resources