

80 ILLINOIS ADMINISTRATIVE CODE CH. VI, SEC. 250.160  
SUBTITLE A

**Section 250.160 Suspension of Rules**

Suspension of Rules in an Emergent or Catastrophic Situation.

- a) The president, or the ranking administrative officer of an employer, may declare an emergency to exist, or to be impending, in the event of a catastrophe, or if a situation arises which impairs or impedes the public mission of an employer.
- b) If, because of the urgency of time during such an emergency, the immediate employment needs of the employer cannot be met by following the procedures, as established by the Rules of the Merit Board, the president, or the ranking administrative officer of the employer, is authorized to take such actions as described in paragraphs (c) and (d) below, with the stipulation that:
  - 1) the Director of the System is notified of the emergency by the individual declaring the emergency as soon as possible following the onset of the emergency; and
  - 2) a full report of the nature of the emergency, of the beginning time and date and the concluding time and date of the emergency, shall be filed with the Director of the System within ten days following the end of the emergency.
- c) The president, or the ranking administrative officer, or an individual or individuals designated by him for this special assignment, may reassign any employee to serve within his ability and in accordance with need, or he may recruit any individual to assist as necessary, without reference to the appointment provisions of the Statute and this Part governing the System.
  - 1) An employee of the employer reassigned to emergency duties shall accrue service or seniority, as appropriate, in his regular class while on such emergency duty.
  - 2) Any other individual employed on an emergency basis for the period of the emergency establishes no right to continuance in employment.
- d) The president, or the ranking administrative officer, may order an employee to absent himself from work without reference to the layoff provisions of the Statute and this Part. The absented employee shall continue to accrue service or seniority during such absence.