

WAC 357-49-0156 What documents must an employer provide when a request for director's review of an allocation or reallocation is filed? (1) The employer must provide all documents considered during its review. For allocation or reallocation reviews, the documents must include:

- (a) Employee's position review request or equivalent;
 - (b) Supervisor's statement section of the position review request or equivalent;
 - (c) Employee's position description form that is on file at the time of the position review request;
 - (d) Organizational chart containing the employee's position;
 - (e) Employer's decision letter; and
 - (f) All other documents considered during the review.
- (2) All documents must be provided to the requestor and the requestor's representative, if applicable.
- (3) The director or designee may request additional information at any time.

[Statutory Authority: Chapter 41.06 RCW. WSR 17-11-050, § 357-49-0156, filed 5/15/17, effective 6/19/17; WSR 16-11-058, § 357-49-0156, filed 5/13/16, effective 6/20/16.]