

PA COVER SHEET

Agencies are to complete the PA Coversheet for all PAs submitted to the Governor's Office to ensure proper routing to DAS, if the position has a job code that is subject to the hiring controls, or back to the initiating agency, if the position has a job code that is exempt from the hiring controls.

NOTE: GOVERNOR'S OFFICE: Please initial and date each PA in top right corner.

DEPT: _____

CONTACT PERSON: _____

CONTACT PERSON PHONE: _____

CONTACT PERSON E-MAIL: _____

AGENCY ADDRESS: _____

RETURN PA'S TO: AGENCY

(For positions with job codes exempt from the hiring controls.)

DAS STATE SERVICES

30 E BROAD ST

28TH FLOOR

466-4194

(For positions with job codes subject to the hiring controls.)

NOTES: _____
