
 <b>STATEWIDE POLICY</b>	<b>NUMBER</b> 107-001-002	<b>SUPERSEDES</b> Policy #107-001-002 (2007)
	<b>EFFECTIVE DATE</b> March 5, 2024	<b>PAGE NUMBER</b> Pages 1 of 2
	<b>REVIEWED DATE</b> March 5, 2024	
<b>DIVISION</b> Chief Operating Office	<b>REFERENCE</b> ORS 184.305-184.340; 240; 243; 276; 278.405-415; 291; 293 State Procedure <a href="#">107-001-002_PR</a>	
<b>POLICY OWNER</b> Deputy Director		
<b>SUBJECT</b> Exceptions to Policies	<b>APPROVED SIGNATURE</b>  <hr/> Berri Leslie, DAS Director	

## **PURPOSE**

The Director of the Department of Administrative Services (DAS) is responsible for establishing and administering statewide and DAS internal policies affecting the operations of state agencies. Because it is impossible to anticipate every circumstance or contingency which might arise in the application of state policies, the DAS Director may grant exceptions to, or temporarily rescind, suspend or otherwise amend statewide and DAS internal policies.

This authority is limited only by specific provisions of this policy, collective bargaining agreements to which the state of Oregon is a party, applicable state laws, Oregon administrative rules, federal laws, federal regulations or applicable provisions of Oregon or United States constitutional law.

## **APPLICABILITY**

All statewide policies and DAS internal policies except for provisions within those policies specifically required by law or rule.

## **DEFINITIONS**

**Division Administrator** is an individual appointed by the DAS Director in accordance with ORS 184.315 to administer an administrative division or staff office of DAS.

## **EXCLUSIONS AND SPECIAL SITUATIONS**

In the event of critical time constraints or in times of emergency, and notwithstanding the associated procedure (107-001-002\_PR), the DAS Director may authorize general exceptions to statewide or DAS internal policies by temporarily rescinding, suspending or otherwise amending any policy. Any such rescission, suspension, or amendment must be consistent with any applicable Oregon or federal statute, administrative rule, constitutional provision or collective bargaining agreement to which the state of Oregon is a party.

In the event of such a temporary rescission, suspension or amendment of policy, the DAS Director, Deputy Director or designated Division Administrator will inform affected parties of the nature and duration of the action.

### **GENERAL INFORMATION**

Reference State Procedure 107-001-002\_PR, Exceptions to Policies, which outlines in detail the entire policy, how it is to be applied, and how exceptions are to be remedied. The main purpose of the procedure is to avoid confusion by setting forth in detail what is expected in specific situations.