



Ohio Administrative Code Rule 124-1-03 Time limits for filing appeals.

Effective: [March 24, 2014](#)

(A) Except as set forth below, appeals from "section 124.34 orders," including disability separations, shall be filed within ten calendar days following the date the order is served on the employee.

(B) Appeals from layoffs, abolishments, and displacements shall be filed, or postmarked, not more than ten calendar days after receipt of the notice of the action. A copy of the notice of layoff, abolishment or displacement shall be attached to the appeal.

(C) Appeals of reclassifications shall be filed within thirty calendar days after receiving the notice of the results of the audit. A copy of the audit decision letter shall be attached to the appeal.

(D) Appeals from transfers shall be filed within ten calendar days after receipt of the notice of transfer from the director of the department of administrative services. A copy of the notice of transfer shall be attached to the appeal.

(E) Appeals from alleged reductions in pay or position which do not involve a "section 124.34 order" shall be filed within ninety days after receipt of notice of the reduction or if no notice is given, within ninety days of the actual imposition of the reduction. The appeal time may be extended within the discretion of the board.

(F) Investigation requests shall be filed within six months of knowledge of the alleged violations of Chapter 124. of the Revised Code. This time period may be extended within the discretion of the board where the violation is ongoing or there is a pattern of violation over an extended period of time.

(G) Appeals from disciplinary or retaliatory actions taken as a result of an employee having filed a report under section 124.341(A) of the Revised Code shall be filed within thirty days after receiving actual notice of the disciplinary or retaliatory action.



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(H) Appeals from actions prohibited by section 4167.13 of the Revised Code shall be filed within sixty days after the violation occurs.

(I) Appeals from all other actions, including denials of reinstatement from disability separations, shall be filed not more than thirty calendar days after the time the appellant receives actual notice of the action.