



Rockingham County Commissioners Exception Request

Departments must obtain Finance / HR reviews and signatures prior to agenda submission.

Department

Employee Name

Policy Exception

(cite chapter/section of PPP, or other policy/practice)

Summary

Summarize the exception sought and reasons for the request. Supporting documentation can be included, but summary must be on the form.

O/DD Signature

Date

Finance Review

Recommended

Not Recommended

Signature/

Date

Finance Comments

HR Review

Recommended

Not Recommended

Signature/

Date

HR Comments

BOC Approval

Approved

Denied

Meeting Date: _____