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Date: 10/9/2015 9:25:23 PM

Subject: Exception to State Office-Closure Policy

Attachments: Memo to DOA regarding state agency exception to closings.docx

Please find attached a memo from Holly Pisarik, the Governor's Chief Legal Counsel.

Governor Haley has authorized a variance from the office-closure policy. State agencies may re-open next week even if the county offices in which they are located are closed, as long as they have running water in their facilities; maintain operational rest rooms that are available for use by employees, the public, and any students that may use their facilities; provide clean drinking water to employees; and otherwise, have safe and adequate facilities.

State agencies that utilize this exception must notify the Department of Administration of their intent to do so and must give sufficient notice to employees, students, and the public that they will resume normal operations.

If you plan to utilize this exception, please notify Kim Aydlette, Director of the Division of State Human Resources, at Kim.Aydlette@admin.sc.gov or (803) 896-5300.

Thank you,

Marcia S. Adams
Executive Director

**The South Carolina
Department of Administration**

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Note: Act 121 of 2014 (SC Restructuring Act of 2014) abolished the Budget and Control Board. Effective July 1, 2015, the Department of Administration has been established. **Please update your contact information.**