

**REQUEST TO APPEAL CLASSIFICATION OF STATE-FUNDED POSITION**

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Personnel Administrator  
Human Resources  
Whitmore

Date : \_\_\_\_\_

I, \_\_\_\_\_ hereby appeal my current classification title \_\_\_\_\_, to the Personnel Administrator under the provisions of Chapter 30, Section 49 of the Massachusetts General Laws. I believe that the classification title of \_\_\_\_\_ appropriately describes my duties and responsibilities

The general reasons(s) for this appeal are: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I submit the following information to assist in the processing of my appeal:

Home Address \_\_\_\_\_ Telephone Number \_\_\_\_\_

Work Address \_\_\_\_\_ Telephone Number \_\_\_\_\_

Appropriation Number \_\_\_\_\_ Position Number \_\_\_\_\_

Union Representative (optional): \_\_\_\_\_

Social Security Number: \_\_\_\_\_

My position (check one) has \_\_\_\_\_ has not \_\_\_\_\_ been reviewed through the classification maintenance process.

On \_\_\_\_\_ DPA notified my agency of the result of the review which was as follows: \_\_\_\_\_

Sincerely,

\_\_\_\_\_  
Signature