



STATE OF NEW JERSEY

**FINAL ADMINISTRATIVE ACTION
OF THE
CIVIL SERVICE COMMISSION**

In the Matter of Ankit P. Rana,
Principal Engineer, Materials
(PS6433T), Department of
Transportation

Make-up Examination Appeal

CSC Docket No. 2022-2572

ISSUED: JUNE 20, 2022 (BS)

Ankit P. Rana appeals the decision of the Division of Agency Services (Agency Services) denying his request for a make-up examination for Principal Engineer, Materials (PS6433T), Department of Transportation.

The subject promotional examination was administered on March 26, 2022. Prior to that date, the appellant submitted a request for a make-up examination to the Agency Services in which he asserted that in January 2022, he had planned an international trip for March 11, 2022 through April 10, 2022 and purchased non-refundable tickets for that trip. The Division of Agency Services denied his request pursuant to *N.J.A.C. 4A:4-2.9(b)*. The appellant did not show up for the examination.

On appeal to the Civil Service Commission, the appellant argues that he planned his vacation in January 2022 and that he was notified of the subject promotional examination while he was on vacation. The appellant asserts that “[i]t is entirely an agency error of not providing exam schedule ahead of time.” The appellant requests that he be allowed to take the subject promotion examination because he has been serving as a provisional Principal Engineer Material since April 9, 2022.

CONCLUSION

N.J.A.C. 4A:4-2.9(b) provides in relevant part that, for professional level engineering titles, make-up examinations may be authorized only in cases of: (1) debilitating injury or illness requiring an extended convalescent period; (2) death in

the candidate's immediate family as evidenced by a copy of the death certificate; (3) a candidate's wedding which cannot be reasonably changed as evidenced by relevant documentation; (4) when required for certain persons returning from military service (*see N.J.A.C. 4A:4-4.6A*); or (5) error by the Civil Service Commission or appointing authority.

In the instant matter, the appellant had a pre-planned vacation out of the country when he was notified of the examination date. However, as emphasized in *N.J.A.C. 4A:4-2.9(b)*, a pre-planned vacation is not one of the allowable areas listed for granting a make-up examination for professional-level engineering titles. As such, the Commission finds that the appellant was correctly denied a make-up examination and has provided no basis on appeal for changing that determination.

ORDER

Therefore, it is ordered that this appeal be denied.

This is the final administrative determination in this matter. Any further review should be pursued in a judicial forum.

DECISION RENDERED BY THE
CIVIL SERVICE COMMISSION ON
THE 15TH DAY OF JUNE 2022

Deirdre' L. Webster Cobb

Deirdré L. Webster Cobb
Chairperson
Civil Service Commission

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