



STATE OF ARKANSAS
**Department of Finance
and Administration**

OFFICE OF THE DIRECTOR
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November 3, 2010

Dr. George V. Burch
President
Northwest Technical Institute
P.O. Box 2000
Springdale, AR 72765-2000

Dear Dr. Burch,

Based on the information presented in your correspondence, dated October 12, 2010, the following determinations have been made:

Due to the required level of travel and the responsibilities assigned, a waiver under Sec. 5, Paragraph C, of Executive Order 10-14, regarding the status designation of commuter has been granted to the following position:

President

Additionally, a waiver under Sec. 4 of Executive Order 10-14 allowing the operation of a State vehicle without either red Official Business Only license plates or official seal has been denied for the vehicle(s) assigned to the following position(s):

President

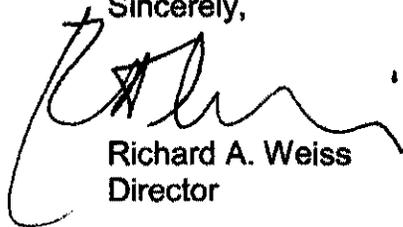
Please be aware that, under Section 4 of Executive Order 10-14, all vehicles must carry red, Official Business Only license plates and each must carry the official seal of either the State or your agency. Unless otherwise stated, this requirement applies to vehicles assigned to employees operating under a status designation of commuter.

Please also be aware that, under Section 3 of Executive Order 10-14, all vehicles not assigned to individual employees must be pooled, made available to any authorized employee and must remain on State property when not in use.

Additionally, please recall that Executive Order 10-14 requires State vehicles be used solely for purposes of official State business.

Thank you for your assistance and cooperation.

Sincerely,

A handwritten signature in black ink, appearing to read 'R. Weiss', written in a cursive style.

Richard A. Weiss
Director

Request for Status Designation: Commuter

Executive Order 10-14 established Status Designations for employees whose duties require assignment to a State Vehicle. Request for the Status Designation of Commuter must be made for individual state employees. Waivers issued under Governor's Policy Directive 3 will cease to be valid after Nov. 1, 2010.

Please use this form to Request the Status Designation of Commuter for employees within your State Agency, Board or Commission who require the use of a State Vehicle to travel to and from home and whose use of a State Vehicle is as a Commuter as described by Executive Order 10-14.

Please supply the following information for each state employee to receive the Status Designation of Commuter as described under Executive Order 10-14:

1. Name of Employee:

GEORGE BURCH

2. Position or Title of Employee:

PRESIDENT

3. Agency, Board or Commission:

NORTHWEST TECHNICAL INSTITUTE

4. Year, Make and Mode of Vehicle to be Assigned:

2008 CHEVROLET PICKUP

5. VIN Number of Vehicle to be Assigned:

1GCEK19088E178892

6. Estimated Mileage Driven on a Monthly Basis:

1895

7. License Plate Number of Vehicle to be Assigned:

685MYW

8. Does this vehicle have Official State License Plates:

Yes: No:

9. If the employee has previously used a State Vehicle under a Waiver from Governor's Policy Directive 3 but no longer thinks it's necessary to use a State Vehicle in this manner, please check here:

10. Please use this space to describe the Legitimate State Business Purpose that would be met if this employee was granted a Commuter Status Designation. If additional space is needed, please add additional pages as necessary:

The President works from a main office at school and spends about 25% of the time on the job outside of the main office visiting area secondary schools and colleges. Also attends meetings and functions in Little Rock relating to his duties as president. The school classes run thru the week from 8am to 9pm plus some weekends with approximately 4000 students. We also hold educational related functions at the school at least twice a month on Saturdays. It could be necessary for the president to be at the school at any time. Northwest Technical Institute is on a 40 acre site and has eight student occupied buildings and three maintenance and storage buildings.