

Texas Department of Criminal Justice

PERS 327

Rehire Review Required

This form is to be completed when an employee separates from TDCJ under specific circumstances outlined in PD-21, "Anti-Discrimination in the Workplace" or PD-22, "General Rules of Conduct and Disciplinary Action Guidelines for Employees." These separations require a thorough review before any potential reemployment with TDCJ.

Employee Information		
Printed Name		Payee ID Number
Unit/Division	Payroll Separation Reason Code	Effective Separation Date

Requestor Information – Warden, Section Manager, Conduct Official or Equal Employment Opportunity Designated Agency Official	
Printed Name:	Job Title:

Section I: Reason for a Rehire Review Requirement

<input type="checkbox"/> Separated or dismissed during one of the following investigations (RS/57B)	
<input type="checkbox"/> Behavioral Intervention Plan Fact Finding Inquiry BIP Number:	<input type="checkbox"/> Risk Management Incident Review
<input type="checkbox"/> Office of the Inspector General (OIG) investigation OIG Number:	<input type="checkbox"/> Serious Incident Review
<input type="checkbox"/> Equal Employment Opportunity Investigation EEO Number:	<input type="checkbox"/> Executive Administration Investigation
<input type="checkbox"/> Ongoing unit of department investigation Alleged Rule Violation Number (s):	<input type="checkbox"/> City, county, state, or federal investigation with criminal charges pending.
<input type="checkbox"/> Separated or dismissed during one of the following circumstances:	
<input type="checkbox"/> In lieu of involuntary separation, if no additional investigations or disciplines are pending (RS/57C)	
<input type="checkbox"/> Pending a conduct review or disciplinary action (RS/57D)	
<input type="checkbox"/> While on probation (RS/57A)	
<input type="checkbox"/> If new information is obtained after an employee's separation or dismissal, a rehire review must be conducted if the employee applies for reemployment with TDCJ. Supporting documentation attached.	
Requestor Signature:	Signed Date:

Section II: Approval Routing

Printed Name: Division Director or Designee	Received Date:	<input type="checkbox"/> Concur <input type="checkbox"/> Non-Concur
	Signature:	Signed Date:
Mary Babcock Human Resources Director	Received Date:	<input type="checkbox"/> Concur <input type="checkbox"/> Non-Concur
	Signature:	Signed Date:

Routing: Refer to PD-21 Procedures Section V.D. or PD-22 Procedures Section VI.D.