



CBP-123 (R. 06.04.19)

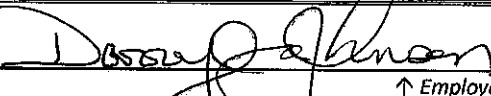
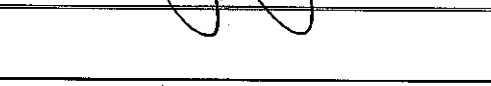
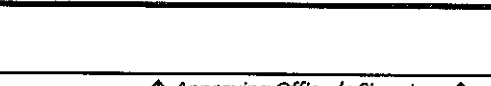
RESIGNATION

INSTRUCTIONS:

- Employee must sign the copy of this form and give it to his/her immediate supervisor.
- Supervisor must transmit the form for Reporting Officer's and/or Approving Officer's signatures.

DISTRIBUTE A COPY TO:

- Employee
- Department
- Employees' Retirement System
- Dept. of Employee Relations – send within 48 hours to DERpersonnelforms@milwaukee.gov

Employee:	Darryl Johnson		Race:	Black	Employee I.D. No.:	
Mailing Address:			Zip Code:			
Department:			Gender:	<input checked="" type="checkbox"/> Male	<input type="checkbox"/> Female	
Division:			Division No.:			
Job Title:	City Plan Commissioner		Payroll Location No.:			
CHECK ONE: <input checked="" type="checkbox"/> Resignation from this position only <input type="checkbox"/> Resignation from City employment						
Resignation to take effect at the close of business on: 12/31/2020						
If employee was off payroll before date of resignation enter last date for which pay was received:						
Explain the difference between last pay date and resignation date below (Examples: On Leave of Absence Since – give date; Owed Time Deducted – give number of hours; AWOL Since – give date):						
Reason for Resignation: CPC Term Concluded						
 ↑ Employee Signature ↑				12/22/2020 ↑ Date ↑		
NOTE: Department must obtain City of Milwaukee Identification Card from resigning employee.						
 ↑ Reporting Officer's Signature ↑		↑ Title ↑		↑ Date ↑		
Reporting Officer's Name (please print):						
 ↑ Approving Officer's Signature ↑		↑ Title ↑		↑ Date ↑		
Approving Officer's Name (please print):						
REINSTATEMENT POLICY:						
Request for reinstatement may be made in the City department from which the employee resigned. Approval of the request by that department is necessary in order to be placed on a reinstatement list. Reinstatement requests made after one year of resignation must also be approved by the City Service Commission. Under the City Service Commission rules, however, the Commission does not hear appeals if the request for reinstatement is denied or not recommended by the department.						

