

NEBRASKA

Good Life. Great Service.

DEPT. OF ADMINISTRATIVE SERVICES



Jim Pillen, Governor

Procurement Certification Program Request Refresher Training Deadline Extension

Agency Name:

Agency Number:

Date:

Employee Name:

Employee ID Number:

Current Training Deadline Date:

Requested Extension Deadline Date:

Explain in detail the reason why training cannot be completed by the current training deadline date above:

Employee Signature

Supervisor Signature

For DAS Internal Use Only

Approved

New Deadline Extension Date:

Denied

Approval Authority Signature: _____