**Section 1.110 Allegations of Personnel Code and Rule Violations**

a) An allegation of a violation of the Personnel Code or Personnel Rules shall set forth with particularity a statement of facts and a designation of the applicable provisions of the Code or Rules that have been violated or not complied with. The appeal must be filed within 180 days after the date on which the affected person knew, received written notice of, or, through the use of reasonable diligence, should have known of the alleged violation or noncompliance.

b) An investigation shall be conducted by the Commission and the proposal for decision shall be served upon all parties to the dispute. The parties shall then have 10 days to file in the office of the Commission a response to the proposal for decision in accordance with Section 1.302 of this Part and a request for hearing if either party so desires.

c) If, in the judgment of the Administrative Law Judge or the Commission, a substantial issue of fact or law exists, the parties will be notified of a hearing date. The notice will set forth a short statement of the issue of fact and/or law. If it is determined that no material issue of fact or law exists, the Commission will issue its decision based upon the findings of the investigation and the parties' responses to the proposal for decision.

(Source: Amended at 42 Ill. Reg. 16395, effective September 1, 2018)