

**APPLICATION FOR ACCESS TO SENIOR LEADERSHIP INFORMATION SYSTEM (SLIS)**

Send to:  
 SMG Compensation and Policy Unit  
 1111 Franklin St, 7th Floor  
 Oakland, CA 94607-5200  
 Fax: (510) 587-6252

<b>NAME OF PERSON COMPLETING FORM:</b>	<b>DATE SUBMITTED:</b>

**EMPLOYEE INFORMATION:**

Name: (First, MI, Last)		Effective Date:
Campus:	Fax No.:	Phone No.:
Department:		
Title:	Email address:	
Department Mailing Address:	Building:	Room/Cubicle:

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**The Privacy Statement (included as page 2 of this application) must be printed and signed by every person requesting access to SLIS.**

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**Authorization for Service**

Campus SMG Coordinator approval is required for access to SLIS.

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 (Please Print)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Type of Access Authorized : Inquiry \_\_\_\_\_ Update \_\_\_\_\_

**Authorization for Access**

UCOP SMG Compensation and Policy Group approval is required for access to SLIS

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 (Please Print)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## PRIVACY STATEMENT

Data in the Senior Leadership Information System (SLIS) to which you are requesting access are governed by a variety of State and Federal laws and University policies.

Please note that some of the data in the SLIS system may be defined as personal or confidential under University policy and the State of California Information Practices Act of 1977 (IPA). The IPA applies to all University records, except those student records specifically exempted from the law, containing personal or confidential information and is intended to protect the privacy of individuals about whom records are maintained.

Access to these records, which may be maintained by individual name, or other identifier such as employee number or Social Security number, is authorized for University employees when necessary to the performance of assigned duties and if the use of the records is consistent with the purpose(s) for which the information was acquired. Examples of frequently used personal data elements are: sex, ethnicity, and date of birth, citizenship, and Social Security number.

### **User Responsibility**

Your signature on this application for access to the SLIS system indicates that you understand that users of this system are expected to maintain the privacy and confidentiality of all data to which they have access and may not disclose data to other parties except under the conditions described in Business and Finance Bulletin RMP-7, "Privacy of and Access to Information Responsibilities," RMP-8, "Legal Requirements on Privacy of and Access to Information," and RMP-9, "Guidelines for Access to University Personnel Records by Government Agencies." For questions regarding the University disclosure policy, contact your OP or Campus Information Practices Coordinator, as appropriate.

\_\_\_\_\_  
Signature of User

\_\_\_\_\_  
Date