Step II: Request for Further Review

Name __________________________________________

Complaint Number ____________________________

Please use the space below to explain why you are appealing this matter to Step II

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In accordance with D.3. of the campus Complaint Resolution Procedure, please indicate below if you are requesting a factfinder. If you request factfinding at Step II, the Vice Chancellor’s decision shall be final and binding. Select one of the following factfinding options:

☐ Administrative Review ☐ Factfinding ☐ Step III Hearing*

*Note: Proceed Directly to Step III (Career Employees Only). If the University agrees, a career employee may select this option to proceed directly to Step III for hearing, provided that the complaint alleged a policy violation eligible for review at Step III (See Section J.3., UC Policy PPSM 70, Complaint Resolution).

Employee signature________________________________________ Date __________________________

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