

LOS ANGELES COMMUNITY COLLEGES
OFFICE OF THE CHANCELLOR
ADMINISTRATIVE REGULATIONS

INDEX NUMBER PS-2

REFERENCE: Personnel Guide B406	TOPIC: Request for Information by Employee Organization
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CHANGES:	DATE OF CHANGES:

1. All requests for information concerning employees by employee organizations should be referred to the Office of Staff Relations at the District Administrative Offices.
2. Release of information regarding employees is delineated in Personnel Guide B406. Information should be provided to employee organizations, including the exclusive employee representative, only in conformance with this Personnel Guide.
3. Referral of all requests by these organizations to Staff Relations will assist the District in maintaining consistency in responding which should eliminate misunderstandings and possible unfair labor practice charges.
4. Persons having questions regarding the above should contact the Director of Staff Relations.