Appendix III.

University of California, San Diego
CHECKLIST B (Librarian Series)

CERTIFICATION CHECKLIST FOR REVIEW OF ACADEMIC APPOINTEES
(Applicable to Candidate Currently a UC Employee)

(To be submitted if additional information is requested by a Review Committee)

NAME OF CANDIDATE _____

Candidate initials and dates the items listed below to certify that these obligations have been fulfilled with respect to information and material added to the current personnel review file of the above-named candidate.

Initial	Date		
_____	_____	1.	The candidate has requested in writing and been provided redacted copies of new confidential material.
_____	_____	2.	The candidate has been given the opportunity to make a written statement for inclusion in the personnel review file.
_____	_____	3.	The written statement, if any, is attached.
_____	_____	4.	Program Director's comments on the new materials are attached.
_____	_____	5.	Candidate has been shown any new material submitted by the Program Director.
_____	_____	6.	Candidate has been shown any new material submitted by a secondary evaluator if it relates to the activity being evaluated.

CERTIFIED BY:

_____ _____
Signature of Candidate Date

_____ _____
Signature of Program Director-LHR Date

_____ _____
Signature of Program Director-Candidate's Home Program Date