SEVERANCE ELECTION

*RESEARCH SUPPORT PROFESSIONALS UNIT **(RX)***

Effective July 1, 2003, employees covered by the University Professional and Technical Employees (UPTE), Agreement who receive notice of layoff may elect, within fourteen (14) calendar days of receipt of notice, one of the following two options. Your election must be in writing and is irrevocable. (For more information, see Article 16 of the UC/UPTE Research Support Professionals Agreement.)

OPTION 1: Severance Pay in Lieu of Preference and Recall

Employees may elect to receive one week per full year of University service up to a maximum of 16 weeks. *You are entitled to _____ weeks of severance.*

OPTION 2: Preference, Recall and Reduced Severance

Based on your years of University service you may choose a combination of preferential rehire and recall with reduced severance. Note: Employees with less than 5 years of service are not eligible for the severance payment(s), but are eligible for preference and recall only, as described in the UC/UPTE Agreement.

Employees with less than 5 years of service receive no reduced severance but receive 1 year of preferential rehire and recall rights.

Employees with 5 to 10 years of service receive 4 weeks severance plus 2 years preferential rehire and recall rights.

Employees with 10 to 13 years of service receive 4 weeks severance plus 3 years preferential rehire and recall rights.

Employees with 13 or more years of service receive 8 weeks severance plus 3 years preferential rehire and recall rights.

You are entitled to _____ weeks of severance plus _____ years of preference and recall.

**Effective April 1, 2004, employees who are reduced in time may elect only severance pay (proportional to their reduction in time) in lieu of preferential rehire and recall rights. You are entitled to _____ of severance.

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If you receive severance and subsequently become reemployed with the University during the period for which severance was paid, you must either repay the excess severance pay, in full, or sign a severance repayment agreement. You may not commence work with the University during the period for which severance was paid, without making adequate repayment arrangements for excess severance paid.

Please indicate your election below, then sign and return this form to your department no later than _____.

I, _____, elect:
Employee Name

Option 1 ❑ **Option 2** ❑, as stated above. **I realize that this election is irrevocable**.

_____	_____	_____
Print Name	Signature	Date

Department Representative

_____	_____	_____
Print Name	Signature	Date