

**SEVERANCE ELECTION**  
*SERVICE UNIT (SX)*

Beginning June 8, 2005, Service Unit employees who receive notice of layoff may elect, **within fourteen (14) calendar days of receipt of notice of layoff**, severance pay in lieu of preferential rehire and recall rights. Your election must be in writing and is irrevocable.

**Severance Pay in Lieu of Preferential Rehire and Recall Rights\***

Employees with less than 5 years of service may elect to receive 2 weeks of severance. Employees with 5 or more years of service may elect to receive 5 weeks, plus 1 week of severance for each additional full year of service up to a maximum of 16 weeks.

*\* If you subsequently become reemployed with the University during the period for which severance was paid, you **MAY BE REQUIRED** to repay the severance or sign a severance repayment agreement.*

If you choose to **elect** severance pay in lieu of preferential rehire and recall rights, please indicate your election below, by signing and returning this form to your department no later than \_\_\_\_\_.

If you choose **not to elect** severance pay in lieu of preferential rehire and recall rights, you shall receive preferential rehire and recall, in accordance with Article 13 – *Layoff and Reduction in Time*, section E. and F., of the UC/AFSCME Service Unit Agreement. You do not need to return this form if you make no election.

For more information see Article 13 – *Layoff and Reduction in Time* of the UC/AFSCME Service Unit Agreement.

I, \_\_\_\_\_,  
Employee Name

elect severance pay in lieu of preferential rehire and recall rights. **I realize that this election is irrevocable.**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Department Representative**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date