



SAN FRANCISCO UNIFIED SCHOOL DISTRICT
REQUEST FOR REDACTION OF EMPLOYEE INFORMATION

Please send completed form and supporting documentation to:

PUBLICINFO@SFUSD.EDU or

555 Franklin Street, Attn: California Public Records Act, San Francisco, CA 94102

NAME:

EMPLOYEE ID NO.:

EMAIL:

PHONE NUMBER:

Employees desiring redaction of their personnel information made public under the California Public Records Act (CPRA) must submit this form. To be eligible for information redaction from the District's responses to CPRA requests, you must be able to answer "Yes" to at least one of the statements below AND provide supporting documentation.

I have a temporary or permanent Restraining or Protective Order currently in effect, and the person named in the Order is not currently aware of my employer. If true, attach a copy of the Restraining or Protective Order showing the effective date and duration, and signature of the judge.

I am a current participant in the California Safe at Home Program. If true, provide agency verification of your participation showing effective date and duration.

I am currently working as an undercover officer and am required to conceal my identity during the course of my investigations. If true, provide verification from your department head that includes the effective date and duration of the concealment.

I am pending approval or have been granted political asylum. If true, provide agency verification of your pending status or grant of approval.

A government agency or court has determined that my personal safety would be at risk if my worksite information were disclosed to a member of the public. If true, provide a copy of the agency approval, the effective date and duration, and signature of the appropriate government official.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Signature: _____

Date: _____

Failure to submit a completed request with supporting documentation will result in a denial of your request and will result in the provision of your disclosable personnel information in response to CPRA requests. You must submit a new form by or before the first day of each school year.