



University of California San Francisco Police Department

Request for Sensitive Employee Fingerprinting

Date: _____ Time: _____

Why do I need this? UC Policy: If you are new to UC or transferring to a new position. Sensitive positions include, but not limited to, cash or cash equivalent handling, access to sensitive information and master-key access. Full policy here:

http://atyourservice.ucop.edu/employees/policies_employee_labor_relations/personnel_policies/spp21e.pdf

<p>Parnassus Campus UCSF Police Department 500 Parnassus Avenue Milberry Union West, Level "G" Room G-18</p>	<p>Mission Bay UCSF Police Department 1700 4th Street, cross street 4th Street (temporary building in parking lot across from Beyer's Hall)</p>
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To make an appointment:

Online **appointment maker** at the bottom of this webpage: <http://police.ucsf.edu/index.php?/Fingerprinting/>
Alternatively, call 415.476.2088, Option **2** and leave a **clear voice message** for a callback (within 24 hours).

Please bring: This **completed form** and a **government-issued photo-ID**. Most common are driver license (US/Canada) or passport.

The position occupied by the bearer, _____
is being declared sensitive. Upon presentation of valid identification (e.g. California ID Card or Driver's License), please fingerprint the bearer, initial this letter and ask him/her to return it to:

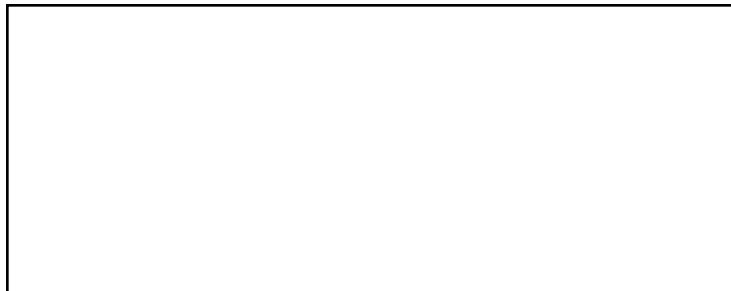
Personnel Manager _____
E-Mail _____
Phone _____

Department to be charged _____

Fund and Account Number to be recharged DPA FUND

Print Name of Authorizing Personnel

Signature Authorization



FOR UCPD STAMP