

Unit Managers: Please post a paper copy of this message for people in your area who do not have regular access to a computer.

March 1, 2007

To: UCSC Staff Managers, Supervisors and Employees
From: Willeen McQuitta, Director, Staff Human Resources
Re: Addition of Domestic Partner to Staff Personnel Policies

The following Personnel Policies for Staff Members (PPSM) have been revised to include the category of domestic partner:

- PPSM 2 Definition of Terms- The definition of domestic partner has been added so that all references to domestic partner in the PPSM shall be consistently defined
- PPSM 21 G. Appointment of Near Relative- Domestic partners are now part of the group of "near relatives" prohibited from being employed in the same department.
- PPSM 83 Death Payment- Domestic partners have now been added to beneficiary order of succession for the PPSM 83 death payment.

The [Declaration of Domestic Partnership](#) form may be used by employees to establish their domestic partnership with the University. This form will help to determine a domestic partner's eligibility for a number of survivor and death benefits, including the death payment under PPSM 83. Employees who previously completed this form to declare a domestic partnership under the UC Retirement Plan need not complete another form.

The revised policies are available on the *At Your Service* website at:
http://atyourservice.ucop.edu/employees/policies_employee_labor_relations/personnel_policies/index.html

Questions' regarding domestic partnership as it relates to survivor and death benefits may be directed to the campus Benefits Office at (831) 459-2013.

Questions regarding domestic partnership as it relates to the revised PPSM policies may be directed to Cathy Schoenfeld at (831) 459-2014.

Sincerely,

Willeen McQuitta
Director, Staff Human Resources

Cc: VC Vani