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April 3, 2009

CHANCELLORS
INTERIM LABORATORY DIRECTOR ALIVISATOS
CHIEF EXECUTIVE OFFICERS—MEDICAL CENTERS
EXECUTIVE VICE PRESIDENT—BUSINESS OPERATIONS

Cost Containment Solutions – Local Voluntary Separation Programs

Attached is the Delegation of Authority, DA2218, and the Summary of Implementation Guidelines for Local Voluntary Separation Programs (VSP) that can be used by Chancellors, the Interim Director of Lawrence Berkeley National Laboratory, Medical Center Chief Executive Officers, and Executive Vice President—Business Operations to initiate voluntary employee reductions as part of your process to achieve local budget needs. The VSP is available for local adoption effective from April 6, 2009. Please use the program prudently to avoid unnecessary expense. File a copy of your local plan document in advance of implementation with the Vice President – Human Resources, Office of the President, so that compliance can be monitored on a systemwide basis.

The procedures, I believe, are consistent with our discussions at COC. To allow us to move forward quickly, I have chosen to authorize the use of the VSP by implementation of the attached summary. Additional procedures, FAQ's and sample forms such as release documents will be distributed by systemwide Human Resources to your Chief Human Resource Officers to ensure that they have everything available necessary for the successful implementation of this program.

You are welcome to share with me, or Executive Vice President Lapp, any concerns or actual problems you experience implementing this program. Any exceptions to this program require my prior approval.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark G. Yudof".

Mark G. Yudof
President

Attachments

cc: Members, President's Cabinet
Principal Officers of The Regents
Academic Council Chair Croughan
Acting Associate Vice President Cammidge
Chief Human Resource Officers
Academic Personnel Directors