

CHA 0027

July 31, 1992

**EXECUTIVE VICE CHANCELLOR
DIRECTOR OF THE BUDGET
VICE CHANCELLORS
ASSOCIATE VICE CHANCELLORS
DEANS
DEPARTMENT CHAIRS, DIRECTORS, AND MANAGERS**

Reimbursement of Moving Expenses for Transferring UC Staff Employees

Re: Reimbursement of Moving Expenses for Transferring UC Staff Employees

In accordance with A&PS Policy 122, MAP Policy 22, and SPP Policy 225, Chancellors have been authorized to approve the reimbursement of moving expenses incurred by staff employees upon relocation to career positions on other UC campuses.

With this letter, I hereby redelegate this authority to each of you in your respective areas of authority, subject to the following conditions:

1. You may authorize the use of your departmental funds for reimbursement of moving expenses conforming to the policies referenced above,

and
2. Provisions of UCR Policy & Procedures Manual section 650-32 are followed, including reimbursement of only allowable expenses as defined in this policy.

The authority delegated in this letter is effective immediately. Please refer to A&PS Policy 122, MAP Policy 22, SPP Policy 225, and campus policy 650-32 for additional information.

Raymond L. Orbach

Chancellor

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cc: Special Assistant -- Coordination and Review

UCR Executive Officer -- Human Resources

UCR Personnel Manager

UCR Accounting Officer

UCR Administrative Budget Office