Contract #:

CONTRACT ROUTING SHEET

Date Prepared: 5/9/18 **Need Date:** RUSH

PROCESSING DEPARTMENT:
Department: Human Resources
Dept. Contact: Tameka Usher
Phone #: 5572
Department Head Signature:

CONTRACTOR:
Name: N/A
Address:
Phone:

CONTRACTING DEPARTMENT: IT/HR
Service Requested: Resolution - Personnel Allocation / RIF
Contract Term: N/A Contract Value: $0.00
Compliance with Human Resources requirements? Yes: No:
Compliance verified by: N/A

COUNTY COUNSEL: (Must approve all contracts and MOU's)
Approved: ✓ Disapproved: Date: 5/9/18 By:
Approved: Disapproved: Date: By:

PLEASE FORWARD TO RISK MANAGEMENT. THANKS!

EL DORADO COUNTY COUNSEL
2018 MAY 9 PM 12:54

RISK MANAGEMENT: (All contracts and MOU's except boilerplate grant funding agreements)
Approved: Disapproved: Date: By:
Approved: Disapproved: Date: By:

OTHER APPROVAL: (Specify department(s) participating or directly affected by this contract).
Departments:
Approved: Disapproved: Date: By:
Approved: Disapproved: Date: By:

AM 9:02 HR/RM MAY 10 '18