

## Request for Equity Increase for Represented Employees

**Instructions:** Please fill out the following information and submit the form, with attachments, to [salary-increase-request@berkeley.edu](mailto:salary-increase-request@berkeley.edu) for approval of your request.

If you have any questions regarding the equity increase process please reach out to your Employee and Labor Relations Team: <https://hr.berkeley.edu/employee-labor-relations/contact-elr>.

Department Name:

Department Contact:

HR Partner:

Proposed Effective Date of Equity Increase:

Provide a written reason for the equity request below. Include justifications related to why the employee(s) should receive an equity increase.

Complete the attached chart showing **all** employees within the same job title in the same hiring unit and the proposed increase(s).

Attached

Attach current and proposed job descriptions for all employees within the same job title.

Attached

Attach current and proposed organization charts for the Department.

Attached

