



Human Resource Services
Eastern Washington University
314 Showalter Hall
Cheney, WA 99004-2445

TO: _____

FROM: _____

DATE: _____

SUBJECT: Proposed employment of candidate related to current EWU employee(s)

This is a request for approval of the appointment of _____ to a

Faculty Exempt Classified Part-time position

in _____.

According to the definition established in Policy 901-05, the candidate is a relative of _____
_____ who is currently an employee in the _____
_____ department of Eastern Washington University.

Employment of the above named candidate will present no conflict of interest including any kind of supervisory relationship with the relative.

I recommend your approval of this appointment.

Requested By:

Name of Requester

Approved By:

Name of Supervisor

Human Resource Services Manager

Date _____

Date _____