FY2011-2012 INDEPENDENT PROFESSIONAL DEVELOPMENT REPORT

Name_____ ID# _____

Home Phone _____ Department _____

Independent Activities are workshops, conferences, seminars & other activities not offered during mandatory Flex Days.

Please attach a copy of the agenda, brochure, flyer, registration material and/or a brief description of the activity.

No additional pay will be given for additional flex and/or independent flex credits. Both flex & independent flex credits are recorded within a fiscal year (July 1 — June 30). Extra flex and/or independent flex credits cannot be carried forward. For more information, please refer to the flex guidelines.

DATE	DESCRIPTION OF ACTIVITY	HOURS CLAIMED
	TOTAL:	

By signing this form, I certify that I have completed this independent activity within the timeline specified. Full-time: Maximum Independent Credits allowed per fiscal year cannot exceed 15.0 credits. Part-time: Maximum Independent Credits allowed = 50% of fiscal year's total requirement.

_____ _____ _____

Signature Work Phone No Date

Make a copy for your records and return form to Human Resources, 33 Gough Street, SF/CA 94103 by May 31, 2012.

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