

Long Beach Community College District
Request for Cell Phone Device Stipend

Please type or print legibly

Requester Information

Name:

Employee ID:

Title:

Department:

Type of Request:

- District Cell Phone or Device
 - New
 - Replacement
- Cell Phone Stipend
 - Personal Cell Phone #:

Was this position previously approved for a District cell device or cell phone stipend? Yes No

Justification:

Salary Account Str(s): _____ Percent: _____
_____ Percent: _____

Requester agrees to comply with District Cell Phone Policy (page 2): _ z z z z z z _____ z z z z _

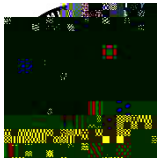
Approvals

Dean/Director: _____

Vice President: _____

K v š Z] u % o u v š š] } v % š Z o } Á] • } u % o š U • v o o % Z } v • š] %
] • š Œ] š o o % Z } v } Œ À] Œ < μ • š • š } š Z Æ μ š] Á] Œ š } Œ U / v (
% Œ } • • X

<u>Implementation Path</u>	
í X Æ X] Œ X U / by: Reviewed _____	Date: _____
î X Vice President Business Services—Reviewed by: _____	Date: _____
ï X Fiscal Services—Reviewed by: _____	Date: _____
ð X Fiscal Services—Approved by: _____	Date: _____
ñ X Human Resources—Input by: _____	Date: _____



Implementation of District Cell Phone Policy

In accordance with [Board Policy 6014](#) and [Administrative Regulation 6014](#), the Superintendent-President or designee shall determine if it is in the best interests of the District to provide a cell phone (or stipend in lieu of a cell phone) at District expense to employees who meet established criteria.

AUTHORIZATION

The issuance of cell phones shall be made by Tepoo716l0w0-4.8 (m)istrtrvlund essS(e)0.7 (r)-0.7 vlces