

UNIVERSITY OF CALIFORNIA, BERKELEY

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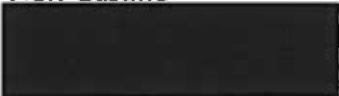
SANTA BARBARA • SANTA CRUZ

PERSONAL AND CONFIDENTIAL
Via Hand Delivery with Proof of Service

March 18, 2016

RE: Notice of Employment Contract Termination

Nori Castillo



Dear Nori Castillo,

In accordance with Section A of your employment contract, this letter serves as notification of our decision to terminate your contract appointment as an Administrative Officer 3 (title code 7377U) with the University of California, Berkeley in the Skydeck department effective today, March 18, 2016. Effective immediately, you are not required to be at work or perform work of any kind.

Enclosed is your final check, including any accrued vacation leave.

Your medical, dental and vision insurance coverage will end on March 31, 2016. A COBRA packet for continuing medical, dental and/or vision insurance will be mailed to your home address within two weeks. Please note that you have the option to switch from your current medical plan to the Core medical plan at the time of COBRA election.

Thank you for the service you have rendered our department and the University. I wish you every success in the future.

Sincerely,

Caroline Winnet
Supervisor

Attachments:

Employment Contract

Unemployment Insurance Letter

Termination of Employment Benefits Checklist