

**SENIOR MANAGEMENT GROUP MEMBER OUTSIDE PROFESSIONAL ACTIVITIES (OPA)  
PRE-APPROVAL FOR CALENDAR YEAR 2012 OPA**

Comp Service (Y/N)	Name of Organization	Non-Profit/ For Profit	Description of Service	Approx. # Hours of Service/Year	Anticip. # Vacation Hrs. to Debit	Anticipated Compensation			Long Term Incentives			
						Cash Comp	Deferred Comp	Other Comp	Grant Type	# Shares Granted	Strike Price per Share	Vesting Schedule

**Employee:**

- I certify that the above is an accurate description, to the best of my ability, of the OPA I propose to engage in during the calendar year and are permissible under policy.
- I certify that I have complied with the requirements of the California Political Reform Act with respect to disclosure and disqualification  
 Questions to consider: What is the mission of the outside organization? What are the terms of service with the outside entity? Does the entity or any of its members do business with the UC?  
[Click here to view the act http://www.fppc.ca.gov/index.php?id=51](http://www.fppc.ca.gov/index.php?id=51)
- I certify that I have complied with UC's policy #7707 - Senior Management Group Outside Professional Activities  
[Click here to view the policy http://atyourservice.ucop.edu/employees/policies\\_employee\\_labor\\_relations/personnel\\_policies/opa.html](http://atyourservice.ucop.edu/employees/policies_employee_labor_relations/personnel_policies/opa.html)

Employee Name: \_\_\_\_\_  
 please print

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Supervisor:** I certify that I have reviewed the OPA above, that it is permissible under policy and that I approve.

Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*Your location's Conflict of Interest Coordinator can be located at <http://www.ucop.edu/ogc/coi/coord.html>  
 \*\*The SMG member's responsibility and the supervisor's (approving authority) responsibility are described in the policy.  
 (entitled *Outside Professional Activities:Policies, Guidelines and Letters of Clarification*) and specifically in Section III.A.1 and III.A.2.