## <u>3021.</u> <u>POLICY ON PERSONNEL FILES</u>

Reference: Education Code Section 87031

It is the policy of the Long Beach Community College District that all personnel files will be treated with the utmost confidentiality and that employees will have the right to examine their personnel file pursuant to law.

Adopted: August 3, 1978

Revised: October 22, 1991; May 22, 2019