



OFFICE OF THE CHANCELLOR  
405 HILGARD AVENUE  
LOS ANGELES, CALIFORNIA 90095-1405

November 14, 2007

DA 660.05

**EXECUTIVE VICE CHANCELLOR AND PROVOST SCOTT WAUGH**  
**VICE CHANCELLOR & DEAN GERALD S. LEVEY, MEDICAL SCIENCES AND SCHOOL OF**  
**MEDICINE**  
**ADMINISTRATIVE VICE CHANCELLOR SAM J. MORABITO**  
**VICE CHANCELLOR THOMAS RICE, ACADEMIC PERSONNEL**

**Delegation of Authority – Salary Advances to Newly Employed Aliens**

**References:** (a) UC DA 0881 (Salary Advances to Newly Employed Aliens) to Chancellors, et al., dated September 16, 1985.

**Supersedes:** UCLA DA 660.04 (Salary Advances to Newly Employed Aliens) to Executive Vice Chancellor/Provost Neuman; Dean and Vice Chancellor Levey; Vice Chancellor Morabito, and Vice Chancellor Vredevoe, dated 3/7/2005.

Effective as of the date above, I hereby delegate to you, within your respective areas of responsibility, the authority to approve salary advances to cover the cost of subsistence and travel in an amount not to exceed \$5,000 each to newly employed aliens when currency restrictions prohibit them from taking sufficient funds out of their countries to defray these costs. Such advances are to be repaid within six months of arrival, or within the period of appointment if less than six months, whichever is earlier.

This delegation is being reissued due to an organization change and there are no substantive changes to the delegation being superseded. Any redelegation of the above authority must be in writing with copies to me and to those listed below. In addition, I delegate to each of you the authority (which may not be redelegated) to approve advances in excess of \$5,000 to a maximum of \$8,000 to newly employed aliens within each of your respective areas of responsibility and within the specifications stated above.

A handwritten signature in black ink that reads "Gene D. Block".

Gene D. Block  
Chancellor

cc: Provost and Executive Vice President – Academic Affairs and Health Affairs  
Executive Vice President – Business Operations  
Associate Vice President – Human Resources and Benefits  
Universitywide Policy Coordinator  
Manager, Administrative Policies & Delegations