



California Public Employees' Retirement System
Communications & Stakeholder Relations
Office of Stakeholder Relations
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July 31, 2018

Susan Webber
Aurora Advisors Incorporated
903 Park Avenue, 8th Floor
New York, NY 10075
webber@auroraadvisors.com

Dear Ms. Webber:

Subject: PUBLIC RECORDS REQUEST – FORMS PRE-SIGNED BY BOARD
MEMBERS, TRACKING #3775

This letter is in response to your Public Records Act (PRA) request received by the Office of Stakeholder Relations on May 8, 2018. In your correspondence, you requested:

1. *All completed and submitted copies of Travel Expense Claim forms, STD 262 A, including copies of all supporting receipts, submitted by CalPERS board members from January 1, 2017 to present. You can see a blank copy of this form here: <https://www.documents.dgs.ca.gov/dgs/fmc/pdf/std262a.pdf>. Please note that I want only copies of the submitted forms and the supporting documentation. I do not want any summaries of these forms or preliminary forms.*
2. *For board members who provided the CalPERS Board Services Unit with pre-signed travel expense claim forms, please provide all e-mails with a "completed travel claim" attached, including the attachment, and any additional e-mails with respect to each "completed travel claim," sent to a board member for approval before submission, including but not limited to requests for corrections, as described in the Board Manual, and further e-mail correspondence with respect to that claim*
3. *"To ensure that travel claims are completed in a timely manner, Board members pre-sign this form. You will receive a completed travel claim via e-mail for your approval before the travel claim is submitted for processing."*
4. *Please provide copies of all pre-signed, unused Travel Claims forms (Form STD 262 A) and the Excess Lodging Travel and any other form pre-signed by board members in the possession of the Board Services Unit as of May 9, 2018*

Per Government Code 6253.9, please provide all machine readable documents in machine readable form.

Our staff located the information responsive to your request and disclosable under the PRA. Enclosed please find one compact disk containing those records. Portions of the information in those records are exempt from disclosure under the Public Records Act and have accordingly been redacted. Applicable exemptions include, but are not limited to, Government Code section 6254(c) and 6255. Subdivision (c) of section 6254 exempts personnel records when disclosure would constitute an unwarranted invasion of privacy. Section 6255 exempts records from disclosure when the interest served by not disclosing the records clearly outweighs the interest served by disclosure.

By providing you this information we consider your PRA request fulfilled and closed. If you have any further questions regarding this request, please contact the Office of Stakeholder Relations at the above address or telephone number (916) 795-3055.

Sincerely,

A handwritten signature in dark ink, appearing to read 'D. Teykaerts', with a long horizontal flourish extending to the right.

DAVID TEYKAERTS, Manager
Stakeholder Strategy
Office of Stakeholder Relations

Enclosure