



California Staff Organization

ORGANIZING ASSISTANCE REQUEST FORM INSTRUCTIONS FOR USE

- The purpose of the form is for CSO members to request organizing assistance for a regional or department issue that they cannot resolve on their own.
- The member requesting organizing assistance should work with the appropriate CSO rep (department or region) first to resolve the issue with the manager.
- If resolution does not occur, then the member should complete the form seeking assistance from the organizing team.
- The completed form should be given to an organizing team member or the organizing team chair for processing.
- The organizing team/chair will contact the member after the CSO officers decision on the request.