



**TO:** SJCOE Temporary/Substitute Employees  
**FROM:** Christina F. Peters, <sup>CTP</sup> Division Director, Human Resources  
**DATE:** February 27, 2019  
**RE:** SJCOE Employee ID Badge

Maintaining a safe workplace and environment is of central importance for all San Joaquin County Office of Education students and staff. In a continued effort to promote safety on our Transworld campus and all SJCOE school sites, to further our commitment to customer service, and to create a sense of unity, staff identification badges will be issued to all employees.

All SJCOE employees are encouraged to wear their ID badge during work hours and when representing SJCOE at off-site events and meetings.

Temporary and substitute employees who are in an active payroll status will be receiving a new ID badge. You will need to come to the second floor of the Nelson Administration Center to have your photo taken.

Please schedule an appointment by following the link below and enter the password: *IDBadge*  
<https://sjcoe-id-badge-photo-appointment.eventbrite.com>

Please contact Sherry Robinson in Human Resources at (209) 468-4820 if you have any questions.