

**CITY OF PITTSBURGH
DISCIPLINARY ACTION REPORT (DAR) – NON-UNION**

EMPLOYEE'S NAME	JOB TITLE	DEPARTMENT	BUREAU/DIVISION	
PAYROLL NUMBER	SOC. SEC NO.	LENGTH OF EMPLOYMENT IN CITY	LENGTH OF EMPLOYMENT IN DEPT	
REASON FOR DISCIPLINE		DATE	TIME	PLACE
FACTS (LIST IN DETAIL. CONTINUE ON BACK IF MORE ROOM IS NEEDED.)				
PREVIOUS DAR'S	OFFENSE(S)	DATE(S)	DISCIPLINARY ACTION	
DISCIPLINARY ACTION INVOKED	SIGNATURE OF DIRECTOR (OR DESIGNEE)	DATE		
POSSIBLE FUTURE DISCIPLINARY ACTION	EMPLOYEE'S SIGNATURE	DATE		

ORIGINAL TO EMPLOYEE

COPIES:

CIVIL SERVICE COMMISSION
EMPLOYEE'S PERSONNEL FILE
EMPLOYEE'S SUPERVISOR