

**WAC 357-22-045** When may an employee add information in his/her personnel file? After an employee becomes aware that adverse information has been placed in his/her personnel file, he/she has the right to add a statement of rebuttal or correction of such information. At anytime, an employee has the right to add job performance information to his/her personnel file.

[Statutory Authority: Chapter 41.06 RCW. WSR 05-01-198, § 357-22-045, filed 12/21/04, effective 7/1/05.]