



Career Achievement Program

Dual Role Manager Verification – July 1st – December 31st, 2023

Staff Member: _____

Primary Department: _____

Dual Role: _____

Date Dual Role Fulfilled: _____

Dual Role points will be awarded to those CAP participants that work in a secondary department and/or position. This form must be completed, signed and dated by the manager in order to receive the points. It is the responsibility of the CAP participant to have a copy of the signed form in their book to receive Dual Role points.

Manager Signature: _____ Date: _____