



**CSU  
PUEBLO**

OFFICE OF HUMAN RESOURCES AND INSTITUTIONAL EQUITY  
2200 Bonforte Blvd.  
Pueblo, CO 81001  
csupueblo.edu/human-resources  
hr@csupueblo.edu

**Equal Pay Inquiry**  
Complete, sign, and submit to [hr@csupueblo.edu](mailto:hr@csupueblo.edu)

Your name: \_\_\_\_\_

Rank/title: \_\_\_\_\_

Hire date: \_\_\_\_\_

- |   |     |    |
|---|-----|----|
| Is your inquiry regarding another employee with the same rank/title?      | Yes | No |
| Is the other employee a different gender/sex?                             | Yes | No |
| Does the other employee have a higher annual <b>base</b> salary than you? | Yes | No |

If the answer to all of the above questions is yes, please provide the name of the other employee.

Provide a brief explanation of the situation that you believe may be an Equal Work for Equal Pay issue.

If the answer to any of the questions above is no, or if this review demonstrates that no gender salary inequity exists, you may seek a review of your individual salary based on your employee type. See the Equal Pay flowchart for guidance.

Any compensation recommendations resulting from this review will be forwarded to your department dean or director for consideration. Any resulting salary changes will be effective with the next regular payroll subject to the published payroll deadline of the 15<sup>th</sup> of each month.

Your signature: \_\_\_\_\_

Date: \_\_\_\_\_