

## **79333 Employee Personnel Records**

Each CDRH shall maintain personnel records for all employees. Such records shall be retained for at least three years following termination of employment. The record shall include the employee's full name, Social Security number, license or registration number, if any, brief resume of experience, employment classification, date of beginning employment and date of termination of employment. Records of hours and dates worked by all employees during at least the most recent six-month period shall be kept on file at the place of employment.