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e-Workforce Administration Madul	•

**Overview**: This document provides an overview on how to report your COVID19 Booster vaccination status.

Eligible employees must receive a Booster within 30 days of eligibility; an employee will be considered fully vaccinated once they receive all CDC recommended boosters for which they are eligible.

## Log In

- 1. Navigate to <u>MyHR</u> (<u>https://www.csueastbay.edu/myhr/</u>)
- 2. Enter your NetID, Password and Click SIGN IN

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3. Select the *Employee* tab.

## **Page Navigation and Self-Certification**

4. Click the "COVID19 Self Certification" hyperlink located below the Personal Information header



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