

## Updating information on My Team

My Team is managed by the [DPH- HR Administration Team](#)

Please provide the [DPH-HRAdmin@sfdph.org](mailto:DPH-HRAdmin@sfdph.org) the below information:

1. Supervisor Legal Name and DSW #
2. Employee under supervision:

| <b>First Legal Name</b> | <b>Last Legal Name</b> | <b>DSW #</b> | <b>Job Class</b> |
|-------------------------|------------------------|--------------|------------------|
|                         |                        |              |                  |
|                         |                        |              |                  |

Please note ZSFG ELM Support does not have access to My Team administration, please reach out to DPH-HR Admin directly.