

– ROGER WILLIAMS UNIVERSITY –

NEW EMPLOYEE ORIENTATION  
ACKNOWLEDGEMENT OF RECEIPT OF POLICIES

NAME/POSITION: \_\_\_\_\_  
Please Print

DATE OF HIRE: \_\_\_\_/\_\_\_\_/\_\_\_\_

DEPARTMENT: \_\_\_\_\_

I acknowledge that I have been provided copies of the below-mentioned policies and procedures on this date and will review them and contact Human Resources at (401) 254-3028 with any questions.

- Alcohol and Drug-Free School and Workplace
- Conflict of Interest
- Non-Discrimination
- Same-Sex Spouses & Domestic Partners
- Sexual Harassment
- Smoking
- Tuition Benefits & Tax Information
- Weapon-Free Campus
- Whistleblower
- 403b Fee Disclosure Document

You are strongly encouraged to visit our website to review a complete list of policies at: <http://www.rwu.edu/about/university-offices/human-resources/policies-contracts> . If you do not have access to a computer terminal, please contact Human Resources to access the policies via a terminal within Human Resources.

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