



ACKNOWLEDGMENT OF REVIEW AND UNDERSTANDING

*of The Fairfield County Personnel Policy Manual and
The Ohio Ethics Law (chapter 102 of the revised code)*

The Fairfield County Personnel Policy Manual and Ohio Ethics Law may be accessed at www.co.fairfield.oh.us/intranet/, under the Human Resource tab. This information will provide an understanding of your job, benefits, personnel policies, procedures, and expectations of employment.

The policies and statements contained in the Personnel Policy Manual are in no way intended and shall not be construed as any type of employment guarantee or employment contract regarding benefits, terms and conditions. Although the Personnel Policy Manual reflects current policy, these policies may be changed from time to time.

I, _____, have reviewed the Fairfield County Personnel Policy Manual, which includes policies on:

Unlawful Harassment and Discrimination	Computer Smartphone and Information Systems Usage
Safety, Accident, and Bureau of Workers' Compensation	Fraud Reporting Due to Violation or Misuse of Public Resources and Whistleblower Protection

I have also reviewed the Ohio Ethics Law, The Health Insurance Portability and Accountability Act (HIPPA), and this Acknowledgement form.

I have read, understand, and agree to abide by the rules, regulations, responsibilities, policies and procedures contained herein.

I further understand that The Fairfield County Board of Commissioners reserves the right to change, amend, and supplement the policies set forth in the Personnel Policy Manual with or without notice and that changes can be either oral or in writing.

If my Elected Official or Department Head has adopted policies that differ from those contained in the County Personnel Policy Manual, the department specific policies shall supersede the County policies.

Employee's Signature

Date

Witness' Signature

Date