



POLICY: Unlawful Workplace Harassment, State Human Resources Manual, Equal Employment Opportunity, Section 1, pages 15-17

REVISED: April 2019; November 2023.

EFFECTIVE DATE: November 1, 2023

Unlawful Workplace Harassment Policy Acknowledgement

SIGNATURE PAGE

I have read, understand, and will comply with the Unlawful Workplace Harassment Policy in the State Human Resources manual located at <https://oshr.nc.gov/documents/files/unlawful-workplace-harassment-policy-updated/open> I acknowledge that it is my responsibility as an employee to understand this policy and be respectful in the workplace and that violation of this policy could result in actions leading to unsatisfactory job performance and/or unacceptable personal conduct. I understand and acknowledge that actions and behaviors in violation of this policy could result in unacceptable personal conduct and/or unsatisfactory performance, which shall be cause for disciplinary action up to and including dismissal.

NOTICE: Signing this Acknowledgement either by handwritten signature or by an electronic signature is legally binding. For purposes of this Acknowledgement, your electronic signature is the equivalent to a handwritten signature.

Division/Bureau: _____

Employee's Full Name [Print]: _____

Employee's Signature: _____

Date: _____

Supervisor's Printed Name: _____

Supervisor's Signature: _____

Date: _____