

NEW JERSEY CITY UNIVERSITY

New Jersey City University Policy Prohibiting Discrimination in the Workplace and New Jersey City University Procedures for Internal Complaints Alleging Discrimination in the Workplace

Acknowledgement of Receipt

New Jersey City University is committed to providing every employee with a workplace free from prohibited discrimination.

Every employee is required to read and become familiar with the **New Jersey City University Policy Prohibiting Discrimination in the Workplace** ("State Policy") and the **New Jersey City University Procedures for Internal Complaints Alleging Discrimination in the Workplace** ("Model Procedures").

Any questions you may have about the University's Policy or Procedures should be directed to:

Lisa Norcia, Director
Equal Employment Opportunity/Affirmative Action (EEO/AA)
New Jersey City University
2039 Kennedy Boulevard
Hepburn 306
Jersey City, New Jersey 07305
Phone: 201-200-3075

Please sign this Acknowledgement of Receipt form to confirm receipt of the updated University's Policy and Procedures. Failure to sign this form does not relieve an employee of the responsibility to understand and adhere to the provisions of the University's Policy and Procedures.

A copy of the signed form will be placed in your personnel file.

Employee's Name (Please Print)

Employee's Signature

Date