



**The City and Borough of Juneau**  
Human Resources and Risk Management Department  
155 South Seward Street, Juneau, Alaska 99801  
Main Phone: 586-5250 Main Fax: 586-5392

## Telecommunications Policy Employee Acknowledgement Form

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I have been provided with a copy of CBJ Administrative Policy 14-04: Information and Communication Technology Policy. I certify that I have read the policy and have had the opportunity to ask questions about the content, requirements, and expectations contained therein.

I agree to abide by the policy guidelines as a condition of my continuing employment at the City and Borough of Juneau.

I understand that if I have questions, at any time, regarding the Telecommunications Policy, I will consult with my immediate supervisor, manager or Department Director for clarification. In the alternative, I understand I can also contact the Human Resources office for assistance.

Please read the Telecommunications Policy carefully to ensure that you understand the policy before signing this document.

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Printed Name

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Signature

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Date