



Town of Rowe
FRANKLIN COUNTY
MASSACHUSETTS
01367

*Settled as Myrifiel 1763 ▪ Incorporated as Rowe
1785*

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Board of Selectmen

Acknowledgement of Receipt

It is understood that the policy manual is issued to inform employees regarding the operating policies of the town. The policy manual may be changed from time to time at the sole discretion of the Town, and is to be used as a guide to town employees in the performance of their duties. Violations of the policies set forth in this manual may result in disciplinary action up to and including termination.

By signing this statement, the employee acknowledges the Town Personnel Policy Manual and Addendum has been received and read and that the employee understands the policies contained herein including the Sexual Harassment Policy (Personnel Policy Manual Addendum A1) and the Disciplinary Policy (Personnel Policy Manual Section 37)

Signed _____ Date _____

Print Name _____

Position _____

Effective Date of Employment _____