

Record of Employee Orientation/Annual Review of MSU Policies

The following policies, procedures, or programs were made available to me from Minot State University. I have been afforded the opportunity to read them and to seek further understanding or clarification with my supervisor or an appropriate representative of the MSU.

Fire	<i>Safe Operating Procedures</i>
Natural Disaster	General Housekeeping
Snow Removal	Office Environment
Bomb Threats	Ergonomics
Harassment	First Aid
Workplace Violence	Bloodborne Pathogens
Hostile Work Environment	Evacuation Plans
Substance Abuse & Drug-Free Workplace	Lifting Safety
Computer Use	Electrical Safety
General Safety	Slips, Trip, and Falls
Incident Reporting	General Vehicle Safety
Claim Management Program	Motor Vehicle Operations
Employee Assistance Program	

Name *(please print)*

Signature

Date

Please return this completed form to the Human Resources office.

(Policies located at:
http://www.minotstateu.edu/hr/Policies/MSU_HR_Policies/msu_hr_policies.htm)