## GEORGIA DEPARTMENT OF CORRECTIONS

## **ACKNOWLEDGMENT STATEMENT**

## **Employee Standards of Conduct**

This is to acknowledge that I have read the Department's Policy governing employee standards of conduct. As a condition of employment, I will abide by the terms and conditions of this policy. I understand that any violation of this policy, including any of the standards contained therein, may be the basis for disciplinary action, including dismissal. I also understand that disciplinary action can be taken for matters not covered by this procedure and that it does not create any new rights for me or for any other employee of the Department of Corrections.

## Governor's Code of Ethics for Executive Branch Officers and Employees

This is to acknowledge that I have read the Governor's Executive Order establishing a Code of Ethics for Executive Branch Officers and Employees. As a condition of employment, I will abide by the terms and conditions of this order. I understand that any violation of the standards contained therein, may be the basis for disciplinary action, including dismissal. I also understand that disciplinary action can be taken for matters not covered by this order and that it does not create any new rights for me or for any other employee of the Department of Corrections.

Employee Signature	Date	
Type/Print Employee Name		
Employee ID:		

Record Retention: Upon completion, this form shall be retained permanently in the employee's local and official personnel file.