

MARY MACKILLOP *today*

Human Resources Policies & Templates Guide

TITLE OF FORM/TEMPLATE: Staff Acknowledgement Form – Code of Conduct

RELATED POLICY: 5.7 Code of Conduct

HOW TO USE HR FORM OR TEMPLATE	
PURPOSE	Confirm staff acknowledgement of the Code of Conduct policy, which sets out the standards of conduct and personal behaviour required of Mary MacKillop Today employees and personnel conducting business on behalf of Mary MacKillop Today
FREQUENCY	At any time any personnel begins to conduct business with or on behalf of Mary MacKillop Today and at any time the policy is revised and requires re-acknowledgement of personnel
COMPLETED BY	Board and Committee members, employees, volunteers, contractors, consultants
APPROVAL BY	Provide to supervisor / team leader
DESTROY	No
ADDITIONAL DETAILS	Related Documents: <ul style="list-style-type: none">• Safeguarding Code of Conduct Acknowledgement Form



Staff Acknowledgement Form – Code of Conduct

Name: _____

Address: _____

I have read and understood the Mary MacKillop Today's Code of Conduct, and I will comply with it.

Signed: _____

Print name: _____

Date: _____