



Information Security Policy Acknowledgment Form

Please detach and return this signed form to HR

All employees granted Internet access with company facilities must be provided with a written copy of this policy. All Internet users must sign the following statement:

"I have received a written copy of my company's Information Security policy. I fully understand the terms of this policy and agree to abide by them. I realize that the company's security software may record for management use the Internet address of any site that I visit and keep a record of any network activity in which I transmit or receive any kind of file. I acknowledge that any message I send or receive will be recorded and stored in an archive file for management use. I know that any violation of this policy could lead to dismissal or even criminal prosecution."

Signed and dated:

Please Print Name: _____