

Personnel Policies and Procedures can be found by visiting the town's Human Resources web page:  
[townofmaynard-ma.gov/gov/departments/hr/](http://townofmaynard-ma.gov/gov/departments/hr/)

## Section 12: Receipt & Review Certification

I, \_\_\_\_\_, employee of the Town of Maynard, do hereby certify that I have received and reviewed the Town's Policies and Procedures and accompanying materials, and I have been given the opportunity to ask questions and receive clarification where necessary. By signing below, I explicitly acknowledge the expectations of the Town's Anti-Harassment Policy, including Sexual Harassment, contained herein.

---

Signed

---

Date

**Return to Human Resources Coordinator**



---

Date

---

Signed