



UNIVERSITY OF
ST. MICHAEL'S COLLEGE
 IN THE UNIVERSITY OF TORONTO

Employee Acknowledgement Form – Orientation & Training

My signature below shall confirm that I have read, received and understood the training and policies in the Orientation Introduction Presentation

	Yes	No
Sexual Violence Education & Prevention (SVEP) & UofT Policy on Sexual Violence & Sexual Harassment (adopted by USMC)		
AODA Training (5 Modules) & Multi – Year Accessibility Plan & Statement of Commitment Policy		
Respect in the Workplace: Workbook & Module		
Worker Health and Safety: 4 Steps		
Supervisor Health and Safety: 5 Steps (if applicable)		
WHMIS 2015: Training		
Diversity & Inclusion Presentation		
Unconscious Bias Education		
Emergency Evacuation Procedures		
Policies <ul style="list-style-type: none"> • Workplace Harassment Policy & Workplace Violence Policy • University of Toronto Policy on Sexual Violence and Sexual Harassment (Adopted by USMC) • AODA Multi-Year Accessibility Plan and Statement of Commitment • University of Toronto – Appropriate Use of Information and Communication Technology (adopted by USMC) • Health & Safety Policy • Privacy • Inclusiveness Policy • Diversity & Inclusion Presentation • Universities Canada Inclusive Excellence Principles • Universities Canada Principles on Indigenous Education • Unconscious Bias Education (University of Toronto) • Disconnect from Work Policy 		

I take responsibility for contacting Human Resources (416-926-7101) if I have any questions on any of the material received.

Date:

Name:

Title:

Department:

Name of Supervisor:

Signature of Employee:

*Signed copy to be forwarded to Human Resources within 10 days of starting work.
Please print Certificates and forward copy to HR for to place on file for compliance.*