



## ***Computer Use & Security Policy Acknowledgement Form***

This certifies that I have received, read, and fully understand the City of San Rafael's policy on "Computer Use & Security".

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee's Name (Printed)

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Employee's Department

**Instructions:** This certificate should be signed and dated. A copy of this certificate should be forwarded to the Human Resources Department along with the completed New Hire paperwork packet and checklist.