



Madison County Training Acknowledgement Form

Training Topic: Pandemic Preparedness and Response Training

I acknowledge that I have received training regarding the Virginia Department of Labor and Industry regulations on employee Pandemic Preparedness and Response Training. My signature below certifies that I attended this training session. I understand the materials presented and have no questions. I fully understand and am aware that if I have any questions regarding this training or my personal safety, I may ask my supervisor and/or employer for additional information and explanation.

Employee Name

Signature

Date

Confirmation of Access to Personnel Policy

I acknowledge the Madison County's Personnel Policy is available on the County's website www.madisonco.virginia.gov/countyadministration/page/human-resources. I understand that I am expected to comply with all provisions that are set forth in this policy now and as it may be modified in the future.

I understand the following pertaining to the Personnel Policy: *(all are described in the policy)*

- The County may monitor electronic communications
- The County may test for drug and alcohol use
- Employment with the County is by the mutual consent of the County and the employee, and either party may terminate this relationship at any time

Employee Name

Signature

Date

MADISON COUNTY

P.O. Box 705 • Madison, VA 22727 • 540.948.7500 • www.madisonco.virginia.gov