

PLEASE COMPLETE THE FORM BELOW  
ACKNOWLEDGING RECEIPT OF

THE CITY COLLEGE OF SAN FRANCISCO  
CLASSIFIED HANDBOOK

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ACKNOWLEDGMENT FORM

The San Francisco Community College District's Classified Employee Handbook is located on the Human Resources webpage:

<https://www.ccsf.edu/sites/default/files/2023/document/classifiedhandbook.pdf>

It is important that all Classified Employees read and familiarize themselves with the handbook.

The undersigned hereby acknowledged \_\_\_\_\_ are hereby acknowledged as the recipient of the handbook, which contains pertinent information, including the City of San Francisco's Workplace Violence Policy & Procedures, the City of San Francisco's Complaints of Unlawful Discrimination Policy, and the City of San Francisco's Sexual Harassment Employee Handbook.

(Note: Additional Reference re San Francisco's Sexual Harassment Policy (Administrative Code Sec 1625) can be found at <http://www.sfdhr.org/index.aspx?page=41>)

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EMPLOYEE NAME: \_\_\_\_\_  
(please print)

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

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SFCCD REPRESENTATIVE \_\_\_\_\_ DATE: \_\_\_\_\_