

**CITY OF STOCKTON, CALIFORNIA
CITY MANAGER ADMINISTRATIVE DIRECTIVE**

Subject: E-Mail Access and Acceptable Use	Directive No. IT-04	Page No. 10 of 10
	Effective Date: 5/14/07	Revised From: 08/29/05 03/28/05 10/01/01

Formerly MIS-04

EMPLOYEE ACKNOWLEDGEMENT OF E-Mail ACCESS AND ACCEPTABLE USE

The following employee has signed this acknowledging that they have read and understood the E-Mail Access and Acceptable Use of Directive IT-04. This signed form will be placed in the employee's personnel folder in their department.

E-Mail Access and Acceptable Use reviewed and understood by:

Employee Name

Employee Signature

Date