



# Employment Policy Acknowledgment Form

## Employee Details

Full Name:

Position Title:

Department/Team:

Start Date:

## Acknowledgment of Employment Policies

I, \_\_\_\_\_ acknowledge that I have received, read, and understood the employment policies and procedures of Awaken Energy. These policies include, but are not limited to:

- Workplace Health and Safety (WHS) Policy
- Code of Conduct
- Anti-Discrimination and Equal Opportunity Policy
- IT and Cybersecurity Policy
- Confidentiality and Privacy Policy
- Workplace Behaviour and Harassment Policy
- Performance and Disciplinary Procedures
- Marketing & Media Policy

I understand that compliance with these policies is a condition of my employment, and failure to adhere to them may result in disciplinary action, up to and including termination of employment. I also acknowledge that it is my responsibility to stay informed about updates to these policies and to seek clarification from my manager or HR management.

## Employee Confirmation

I confirm that I have read and understood the employment policies of Awaken Energy and agree to comply with them during my employment.

Employee Signature:

Date:

## Employer Representative Confirmation

Representative Name:

Position:

Signature:

Date: