

Form 101: EMPLOYEE RECEIPT OF POLICY MANUAL

The ONI Policy Manual is an important and can be found on the ONI website. This document is intended to give you a general overview of the Ohio Network for Innovation policies.

Because basic trends, legislation and economic conditions are always changing, the contents of the Policy Manual may be changed at any time at the Ohio Network for Innovation's discretion. No changes in any benefit, policy or rule will be made without due consideration of the mutual advantages, disadvantages, benefits, and responsibilities such changes will have employees and Ohio Network for Innovation.

Please read the following statement and sign below to indicate your acknowledgement of the electronic version of the Policy Manual.

- I received instructions on how to access the Ohio Network for Innovation Policy Manual.
- I understand that I am responsible for reading the information in the policy manual.
- I understand that I should consult my supervisor or the Human Resource Department at MEORC (per the management contract) if I have any questions regarding the Policy Manual.
- I understand that the policies, rules, and benefits described in it are subject to change at the sole discretion of Ohio Network for Innovation at any time.
- I understand that this Policy Manual replaces (supersedes) all other previous Policy Manuals for Ohio Network for Innovation.
- I understand that no contract of employment other than "at will" has been expressed or implied, and that no circumstances arising out of my employment will alter my "at will" employment relationship unless expressed in writing, with the understanding specifically set forth in a contract and signed by myself and Ohio Network for Innovation.
- I understand that my signature below indicates that I have read and understand the above statements and received a copy of the Ohio Network for Innovation Policy Manual.

(Signature of Employee)

(Date)