



Mississippi Public Broadcasting

## NOTICE AND ACCEPTANCE OF **FIRST LEVEL** Emergency Employee Status

I have read the MAET “Emergency Employee Attendance Policy” and acknowledge that I have been designated a “**First Level Emergency Employee.**” I understand that as a “First Level Emergency Employee” I am required to report for or remain at work when normal operations are disrupted. Further, I understand that dismissal or closure announcements do not apply to me unless I am otherwise instructed. Further, I understand that if I do not report to work during an emergency I may receive a Written Reprimand for insubordination as set forth in the *Mississippi State Employee Handbook*.

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_