



Arizona's First University.

### Public Service Orientation

I have completed the Public Service Orientation which covers the following topics: (Check sections you have reviewed)

- Conflicts of interest; nepotism; financial disclosure
- Contracting by the government
- Illegal discrimination
- Gifts and extra compensation
- Outside employment
- Political activity
- Public access to records; disclosure of confidential information
- Open meeting laws
- Personal use of University resources
- Whistleblowing

\_\_\_\_\_  
Employee's signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Employee's Name

NOTE: Please deliver a copy of this certificate to your department representative for placement into your departmental file.