



ACKNOWLEDGMENT OF RECEIPT
OF
WEAPON FREE POLICY
ADMINISTRATIVE DIRECTIVE NO. 407

I have read and received a copy of the City of Hamilton’s Weapon Free Policy and understand that weapons and weapons-related-activity such as the sale of weapons on City property, worksites, or programs is illegal and/or against City policy. I understand that engaging in conduct prohibited by this policy will result in disciplinary action up to and including dismissal of an employee, or for a contractor or vendor, termination of the contract or business relationship with the City.

I understand that I am responsible for reporting any claims of conduct prohibited by this policy to either my non-involved immediate supervisor, to a Department Director, Chief, Law Director, or a staff member in the Department of Civil Service and Personnel or City Manager’s Office as I choose.

Employee or Contractor’s Printed Name: _____

Signature: _____

Date: _____