



# The Planetary Science Institute

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## 2.01 POLICIES

**Policy No.:** 2.01

**Effective Date:**

**Last Revision Date:**

**Contact:** Linda Rueger

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### POLICY

All employees are expected to adhere to and conduct themselves in accordance with the policies in this and other sections of this Handbook. Any violation of policy will result in adverse employment action, up to and including termination.

As part of the new hire package, new hires will be provided with a copy of this Handbook and will be expected to sign an Acknowledgement of Receipt and Understanding of PSI Staff Handbook.

**View this policy online:** (<https://handbook.psi.edu/policy/2-01-policies/>)