

ACKNOWLEDGEMENT – RIGHT TO KNOW POLICY

TOWN OF MILFORD BOARD OF SELECTMEN POLICY NO. 2023-01

At the Board of Selectmen meeting on Monday, 12 June 2023, the Selectmen adopted a Policy concerning “Right To Know” requests. The [RIGHT TO KNOW POLICY – POLICY NO. 2023-01](#) can be found on the Town’s website, under Human Resources, Employee Handbook, under Policies.

Section 4.0 – Training Requirements 4.1

- a. All current employees and committee members shall be trained on the Right to Know Policy within 90 days of the effective date of this policy.
- b. New employees and committee members shall be trained on the Right to Know policy as part of their new employee orientation.
- c. When the Right to Know policy is updated, all employees and committee members shall be notified and trained within 60 days of the policy update adoption.

I am acknowledging receipt of the Town of Milford’s Right to Know Policy adopted by the Milford Board of Selectmen on June 12, 2023. I understand if I have any questions, I will direct them to my Department Head or Town Administration for clarification.

Signature

Print Name

Date