

## Policy Intent

In your line of work at EIC Shared Services (the "Company"), you may be required to use a computer, the internet, the intranet or the e-mail system. Please read the *Network System Acceptable Use Policy (PAL-POLICY033)* and sign the Acknowledgement below.

## Acknowledgement

The Company has recently released a Computer Policies Manual. If you have any questions or concerns regarding the Policies, please feel free to ask the IT Department for any clarification.

In order to ensure that the Policies are read and followed, it is required that everyone complete the form below, and then return it to the Payroll Department. This will then be kept in your file.

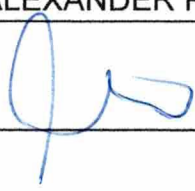
Check one of the following:

☐ I do not use the computers, Internet, Intranet, or E-mail system. But, I will read and abide by the Policies prior to any use of the computers, Internet, Extranet, or E-mail systems.

☒ I use the computers, Internet, Intranet, or E-mail systems. I have read and agree that I will abide by the Policies.

I understand that failure to adhere to these Policies may result in suspension of access privileges, disciplinary action, termination of employment and/or legal action. My Supervisor and Management will be involved in disciplinary action whenever necessary.

Print Name: ALEXANDER PRESTO

Sign Name: 

Date: 2025-06-04