

## **Nassau County Industrial Development Agency Cell Phone Policy**

**Purpose:** To provide a guideline for the use of cell phones for the Nassau County Industrial Agency.

**Policy:** Cell phones are to be used for business use only. *Business use* is any use in the course of performing specific job-related duties on behalf and for the benefit of the Nassau County Industrial Development Agency. Upon termination of employment, the phone must be returned in good working condition or employee must bear the cost of replacement.

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### **Acknowledgement:**

I acknowledge receipt of the above cell phone policy and agree to abide by the policy as a condition of my employment and my continuing employment at the Nassau County Industrial Development Agency.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date