

**SUNY Maritime College**

**Acknowledgement of Cellular Telephone Use Policy**

All SUNY Maritime College employees must read, understand, and comply with SUNY Maritime College’s Cellular Telephone Policy. By using the telephone, you agree to comply with all rules, regulations, and policies of SUNY Maritime College and any applicable local, state, federal and international laws, guidelines, and regulations. Violation of these policies may lead to suspension or loss of service or privileges, and may lead to more serious sanctions.

Users must review their cellular telephone bills and remit reimbursements for any personal calls at the end of each month. Payments (check or Money order) should be made payable to: SUNY Maritime College for cellular telephone reimbursement and should relate to the monthly period for which the reimbursement applies.

Desk or cellular telephones may not be used to defame, harass, intimidate or threaten any other person(s)

\_\_\_\_\_  
(Print) Name of Employee

\_\_\_\_\_  
(Signature) of Employee

\_\_\_\_\_  
Date