



OFFICE OF INDIGENT
DEFENSE SERVICES
SAFEGUARDING JUSTICE

NCIDS.org

NORTH CAROLINA OFFICE OF INDIGENT DEFENSE SERVICES

MARY POLLARD

EXECUTIVE DIRECTOR
MARY.S.POLLARD@NCCOURTS.ORG

DOROTHY HAIRSTON MITCHELL

CHAIR

DEFENDER OFFICE EMPLOYEE CERTIFICATION OF FAMILIARITY WITH THE ADMINISTRATIVE OFFICE OF THE COURTS UNLAWFUL WORKPLACE HARASSMENT POLICY

Instructions: The Chief Public Defender/ Statewide Defender should have every current employee, including all attorneys, investigators, and support staff, read the AOC workplace harassment policy and complete and sign the certification below. The Chief Public Defender/ Statewide Defender should keep the original signed employee certifications in each employee's personnel file.

By completing the information and providing my signature below, I hereby certify the following:

1. I am a current employee of Defender
I am a current employee of the Office of the

2. I have read, understand, and agree to abide by the policy.

Name

Title

Signature

Date

Attachment A – Policy History

Policy Name:	Defender Office Employee Certification of Familiarity with the Administrative Office of the Courts Unlawful Workplace Harassment Policy
Policy Number:	07.01B.01
Custodian:	General Counsel
Effective Date:	2023.05.01
Next Review Date:	2025.05.01, unless reviewed earlier
Location:	For Public Defenders - Indigent Defense Services (ncids.org)
Revision History	Policy adopted September 25, 2009.