

OTHER- FM Team - Policy and Employee Handbook

| | Activity | Who | Form/Hyperlink |
|---------|--|-----------------|---|
| Step 1: | New hire | Human Resources | HR Orientation (1/2 day) |
| Step 2: | Provides new hire FM Handbook according to classification: AFSCME/Non-bargaining/Student or Temporary employee | FM Hiring Agent | https://www.fm.wmich.edu/intranet/employee_handbooks |
| Step 3: | Acknowledges receiving and reviewing handbook | Employee | https://www.fm.wmich.edu/intranet/employee_handbooks |