

Brian Sandoval
Governor



Jeff Mohlenkamp
Director

Stephanie Day
Deputy Director

Mike Torvinen
Deputy Director

STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION

209 E. Musser Street, Room 200 | Carson City, NV 89701-4298
Phone: (775) 684-0222 | Fax: (775) 684-0260

ACKNOWLEDGEMENT FORM

I acknowledge I have received and reviewed the following Department of Administration Policies and Procedures. **Please check all policies currently reviewed.**

REVIEWED	DISTRIBUTION DATE	POLICY
<input type="checkbox"/>	11/27/2013	Policy 2.6.1 Travel and Per Diem Policy

Name (print)

Division

Signature

Date

Supervisor Signature

Date

Please return to Agency HR Services
cc: Employee's Supervisor