


<i>Mission Hope Foundation</i>	<b>Policy Title:</b>	<b>General Board</b>	YES
	Classified Personnel Policy	<b>Authorized:</b>	
		<b>ESERN:</b>	SP600-02

It shall be duty of the President to recommend the employment of members of the classified staff to the Executive Board for approval and employment. Such personnel must have on file:

1. Application for Employment
2. Background Checks
  - a. FBI Fingerprint Check
  - b. Child Abuse Clearance
  - c. State Police Background Check
  - d. Criminal History Background
3. Social Security Number
4. Statement of number of Dependents
5. Current address and phone Number

<b>Authorization Signature</b>		<b>Date: 8/16/23</b>
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