



**I. General**

1. In these Procedures, reference to the "Policy" shall mean the Electronic Monitoring Policy.
2. The following Procedures apply to all Employees and Assignment Employees of the University.

**II. Posting, Notice and Retention**

1. All Employees and Assignment Employees will be provided a copy of the Policy in accordance with the *Employment Standards Act, 2000*.
2. The University will retain a copy of the Policy for three years after it ceases to be in effect.

**III. Amendments**

1. This Policy may be amended from time to time at the University's sole discretion. In the event that the University amends this Policy, it will provide Employees and Assignment Employees with access to the amended Policy in accordance with the *Employment Standards Act, 2000*.