



## **USDA Rules Of Behavior – Acknowledgment**

There are no exceptions to the requirement that all employees, contractors, partners, and volunteers comply with these rules of behavior. If you are not sure whether your intended computer use is prohibited, you should NOT do it. Consult with your supervisor or appropriate management official for clarification.

USDA requires employees, contractors, partners, and volunteers to acknowledge that they understand their responsibilities and accountability for using USDA information and resources. The completion of this training constitutes the acknowledgment of these USDA Rules of Behavior.

This confirms that I successfully completed the training.

I have read and understand the Rules of Behavior:

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Per Departmental Regulation 3620-001, AgLearn is the official training system for USDA, and the source of all data for audits, mandatory training completions, and records examinations relating to personnel actions. All data contained in AgLearn is subject to examination by the USDA Inspector General and/or the Office of Personnel Management without notice at any time. False claims of completed training submitted by employees using AgLearn as recorded in their Learning History file, if substantiated, may be used to support disciplinary or other administrative actions.

**THIS IS THE END OF THE TRAINING MATERIAL.  
YOU NOW NEED TO TAKE AND PASS THE ASSESSMENT AND  
ACKNOWLEDGE THE RULES OF BEHAVIOR.  
PLEASE CONTACT YOUR SUPERVISOR.**