

New Employee Onboarding Online Resources

WSU Mount Vernon NWREC website: <http://mtvernon.wsu.edu/>

CMP Admin Support: <https://cmp-admin-support.cw.wsu.edu/>

WSU Network ID: <https://its.wsu.edu/its-multi-factor-authentication/>

Workday: workday.wsu.edu

Affordable Care Act: <http://hrs.wsu.edu/aca>

Business Policies and Procedures Manual (BPPM):

http://www.wsu.edu/~forms/HTML/BPPM/01.01_Table_of_Contents.htm

Executive Policy Manual (EP):

http://www.wsu.edu/~forms/HTML/EPM/EP00_Introduction_and_Table_of_Contents.htm

Safety Policies and Procedures Manual (SPPM):

http://www.wsu.edu/manuals_forms/HTML/SPPM/S00_Intro_and_Indexes/S02.01_Table_of_Contents.htm

A partial list of the policies/procedures of WSU that employee they are responsible to adhere to:

- Policy Prohibiting Discrimination and Sexual Harassment:
https://public.wsu.edu/~forms/HTML/EPM/EP15_Discrimination_Sexual_Harassment_and_Sexual_Misconduct.htm
- Workplace Violence policy (BPPM 50.30.1):
http://www.wsu.edu/~forms/HTML/BPPM/50_Safety_and_Security/50.30_Workplace_Violence.htm
- Alcohol and Drug policy (EP 20):
http://www.wsu.edu/~forms/HTML/EPM/EP20_Alcohol_and_Drug_Policy.htm
- Bullying Prevention and Reporting policy (BPPM 50.31):
http://public.wsu.edu/~forms/HTML/BPPM/50_Safety_and_Security/50.31_Workplace_Bullying.htm
- Use of University Resources (BPPM 20.35) and (BPPM 20.37):
http://www.wsu.edu/~forms/HTML/BPPM/20_Property/20.35_Use_of_University_Property.htm

http://www.wsu.edu/~forms/HTML/BPPM/20_Property/20.37_Personal_Use_of_University_Resources.htm
- Electronic Use Policy (computer resources) (EP 4):
http://www.wsu.edu/~forms/HTML/EPM/EP4_Electronic_Communication_Policy.htm
- The State Ethics Law: www.ethics.wa.gov
- Employee Assistance Program: (BPPM 60.86):
http://www.wsu.edu/~forms/HTML/BPPM/60_Personnel/60.86_Employee_Assistance_Program.htm

- Accident Prevention Responsibility (SPPM 20.00):
http://www.wsu.edu/manuals_forms/HTML/SPPM/S20_Accident_Prevention/S20.00_Contentents.htm
- Release time for training:
http://public.wsu.edu/~forms/HTML/BPPM/60_Personnel/60.72_Release_Time_for_Training.htm
- Tuition fee waiver:
http://public.wsu.edu/~forms/HTML/BPPM/60_Personnel/60.70_Tuition_Waivers--Fall_and_Spring_Semesters.htm
- WSU Pest Management Recommendations and Pesticide Testing:
https://s3.wp.wsu.edu/uploads/sites/2104/2019/01/WSU-New-Hire-Checklist-Pest-Management-Recommendations-and-Testing_ver1-9-2019.pdf

Employee resources:

- Employee Assistance Program: <http://www.eap.wsu.edu/> (509-335-5759)
- Ombudsman Office: <http://ombudsman.wsu.edu/> (509-335-1195)
- Office for Equal Opportunity: <http://oeo.wsu.edu/> (509-335-8288)
- Human Resource Services: <http://hrs.wsu.edu/> (509-335-4521)

Employee classification information:

- Faculty Manual: https://facsen.wsu.edu/faculty_manual/
- Administrative Professional Handbook: <http://hrs.wsu.edu/ap-handbook/>
- Washington Administrative Code for Civil Service employees:
<http://hrs.wsu.edu/employees/employee-policies/cs/>