Cornell Cooperative Extension of Tompkins County

Policy Statement - The Association prohibits intentional misrepresentation. Misrepresentation includes, but is not limited to:

- falsification or intentional omissions on an employment application, report, invoice, or any work-related document or record;
- falsification of the reason for absence from work, injury received on the job, or claim for Association benefits;
- falsification of facts during an investigation process.
- intentionally giving false information to a constituent concerning Association’s services; and
- unauthorized or personal use of Association letterhead or business forms.

Disciplinary Action – Violations of this policy may result in disciplinary action, up to and including termination.