

## Texas Tech University Health Sciences Center El Paso Institutional Compliance Procedure

<b>Procedure:</b> SB 17 (2024) - Human Resources Attestation - Attachment A	
<b>Effective Date:</b> July 16, 2024	<b>Last Revision:</b>
<b>References:</b> SB 17 (2024), Internal Audit - Report on Senate Bill 17 Compliance Review of Texas Tech University Health Sciences Center El Paso, July 3, 2024, Project #2024046d	
<b>TTUHSC El Paso Institutional Compliance Website:</b> <a href="http://elpaso.ttuhscc.edu/compliance/">http://elpaso.ttuhscc.edu/compliance/</a>	

**SB 17 (2024) Human Resources Annual Attestation - Calendar Year:** \_\_\_\_\_

Process Reviewed	YES	NO	N/A
1. Has the department provided TEC 51.3525 awareness/training at new employee orientation? <b>If NO, please explain:</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Process Reviewed	YES	NO	N/A
2. Has the department reviewed the TTUHSC EP job descriptions and job postings for unallowable duties and qualifications? <b>If NO, please explain:</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Process Reviewed	YES	NO	N/A
3. Has the department provided training for hiring committees for faculty, staff, and administration related to allowable and unallowable activities and considerations? <b>If NO, please explain:</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

To the best of my/our knowledge, the information as reported, does not contain any material misstatements or omissions and fairly represents, in all material respects. This report will become part of the annual compliance report to the President of the TTUHSC EP.

Signature, Title
Printed Name
Date