

“Right to Know” Training

This 10-minute training is mandated by the Georgia Department of Labor for all employees of East Georgia College and the State of Georgia. It should be completed within the first week of employment. You will need visit the website below and read the information; there is also a brief questionnaire that you will need to complete.

Please note: If you complete the training on any of the campus computers at East Georgia College, the Office of Human Resources will be automatically be notified when you have completed the questionnaire.

However, if you use an off campus computer to access the training site, it will be your responsibility to print the training certificate at the end of the session and submit it to the Human Resources office to verify that you have satisfied this requirement. Your paycheck will not be released until this notification is received.

The website is: <http://www.usg.edu/ehs/training/rtkbasic/>

Thank you for your help in meeting this requirement. If you have any questions, please contact the Human Resources office at 478-289-2035.