



# PRAIRIE VIEW A&M UNIVERSITY

A Member of the Texas A&M University System

Employees of Prairie View A&M should be aware of certain Federal and State employment-related laws, as well as Texas A&M University System regulations, policies, rules, and other information that affect employees and their work environment. Below please find a list of workplace notices and reminders for your review. We encourage all employees to review by clicking on the links provided.

If you have questions about the information provided, please feel free to talk with a staff member from the Office of Human Resources.

## **Compensatory Time Notice:**

[System Regulation 31.01.09 Overtime](#)

## **Drug and Alcohol Abuse and Rehabilitation Programs:**

[System Policy 34.02 Drug and Alcohol Abuse](#)

[System Regulation 34.02.01 Drug and Alcohol Abuse and Rehabilitation Programs](#)

[PVAMU Rule 34.02.01.P1 Drug and Alcohol Abuse and Rehabilitation Program](#)

## **HIV/AIDS in the Workplace:**

[System Regulation 34.04.03 HIV/AIDS in the Workplace and Learning Environment](#)

[Texas Department of Health \(TDH\) HIV/AIDS in the Workplace](#) (brochure)

## **Notice of Privacy Practices for Protected Health Information:**

[System Regulation 16.01.02 Privacy](#)

## **Annual Security and Fire Safety Report (ASR):**

[Annual Security and Fire Safety Report](#)

## **Standards of Conduct; State Agency Policy:**

[Standards of Conduct; State Agency Ethics Policy](#)

[Employee Standards of Conduct](#)

[Prohibited Acts of Agencies and Individuals](#)

[Use of Motor Vehicle](#)

**Title IX Compliance:** Protection from discrimination based on sex in education programs or activities that receive Federal financial assistance. <https://www.pvamu.edu/titleix/>

## **IMPORTANT REMINDERS**

**External Employment and Faculty Consulting:** (Must be completed annually)

[System Regulation 31.05.02 External Employment](#)

STAFF: [PVAMU External Employment Form FY22](#)

FACULTY: [PVAMU Consulting and/or External & Professional Employment Form FY22](#)

<b>Nepotism:</b> <a href="#">System Policy 07.05 Nepotism</a> <a href="#">Nepotism Relationship Disclosure Form</a>
<b>Consensual Relationships:</b> <a href="#">System Regulation 07.05.01 Consensual Relationships</a>
<b>Conflicts of Interest, Dual Office Holding and Political Activities:</b> <a href="#">System Policy 07.03</a>
<b>Benefits, Gifts and Honoraria:</b> <a href="#">System Policy 07.04</a>
<b>Reporting Arrests, Charges or Convictions:</b> <a href="#">PVAMU Rule 33.99.14.P1 Criminal History Record Information – Employee and Applicants</a>
<b>Review and Update Personal Data in Workday:</b> <a href="https://sso.tamus.edu">https://sso.tamus.edu</a> <b>Disability &amp; Veteran Status:</b> View Profile => Actions => Personal Data => Change Self-Identification of Disability – OR – Change My Veteran Status Identification <b>Contact Information:</b> View Profile => Contact => Edit => update personal contact and work contact
<b>Employee Assistance Program (EAP):</b> <a href="#">GuidanceResource Online</a> Web ID: TAMUS