

**NEW MEXICO JUDICIAL BRANCH**



**ACKNOWLEDGEMENT FORM**

**Loss Prevention and Control & FEMA Training  
Active Shooter Video and “How to respond” Manual  
Active Shooter Training**

My signature below acknowledges my attendance at the New Employee Orientation - Active Shooter Training session presented by the Administrative Office of the Courts, Human Resources Division held on \_\_\_\_\_.  
(Date)

Topics covered included:

- Active Shooter Training

My signature certifies that I understand my responsibilities as a New Mexico Judicial Branch employee to abide by the policies and training requirements, and that I’m responsible for raising with my supervisor and/or Human Resources any questions I may have regarding the training material.

\_\_\_\_\_  
Court (Please Print)

\_\_\_\_\_  
Employee Name (Please Print)

\_\_\_\_\_  
Employee Signature Date

Original: Employee Personnel File  
Copy: Employee