



CDO Workforce Delhi One-Stop Career Center
1 Courthouse Sq., Ste. 1, Delhi, NY 13753
Phone: 607-832-5777 * Fax: 607-832-6078

CDO Workforce Sidney One-Stop Career Center
21 Liberty Street, Sidney, NY 13838
Phone: 607-832-5776 * Fax: 607-832-6075

PARTICIPANT AGREEMENT

I wish to take part in the Delaware County Office of Employment and Training's Youth Employment Program. I understand that if I am eligible and enrolled in the program, I will work in a supervised job according to the rules set by the Office of Employment and Training (CDO) and my worksite supervisor.

While participating in the program, I agree to do the following:

1. To report to my worksite supervisor as soon as I arrive
2. To not have unexcused absences and/or tardiness
3. To call my worksite supervisor if I am to be late or absent
4. To sign in and out as required by my supervisor
5. To take breaks and lunch as required by my supervisor
6. To be on time for scheduled activities and to participate in said activities
7. To hand in my timesheet and other papers when due
8. I understand that I will not be paid for holidays, lunch or any un-worked hours
9. I understand that drug and alcohol use is not permitted while at work
10. I understand that all cell phones, music players and other electronic devices are to be turned OFF during work hours. They may ONLY be used during breaks and lunchtime
11. I understand that failure to comply with the above could result in termination from the program

Participant's Signature

Date