

# New Hire Orientation Timeline

NAME

START DATE

### General Manager Welcome (Day 1)

Property specifics Vision Statement video and discussion Core Values video and discussion Purpose video and discussion Enroll fingerprint Detailed tour of the building Introductions to the team

#### Foundation Orientation (within 10 days)

Welcome! We're in this Together Performance Appraisals Personal Time Off (PTO) 401-K Associate Lodging and Meals Holiday Pay Health Insurance **Direct Deposit** Appearance Standards The Oz Principle AWAIR Program Alcohol Awareness **Bloodborne Pathogens** SDS Awareness **Emergency Procedures** Lock out/Tag out Safety First

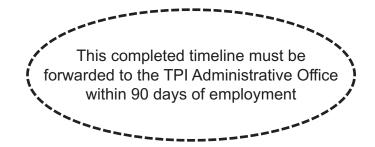
By signing below, I confirm that all of the information above has been shared with the associate indicated below.

# **Cultural Orientation (within 30 days)**

Lunch! The TPI Story TPI Today TPI Organizational Chart Vision Statement Core Values Purpose The Oz Principle PEACE Fund

## Associate Update (within 90 days)

Life Safety Acknowledgment Bed Bug training (Housekeeping only) Sex Trafficking training 90-Day Performance Update



By signing below, I confirm that all of the information above has been presented to me, and any questions I had were answered.