Stationery

**POLICY CONTENTS**

- Scope
- Policy Statement
- Reason for Policy
- History

**Scope**

All University of Nebraska Omaha (UNO) employees, faculty, and staff.

**Policy Statement**

The use of university letterhead stationery for personal business is unauthorized. Such use inescapably conveys the impression the university is involved in these matters.

**Reason for Policy**

To establish the proper use of UNO stationery.

**History**

This policy was developed and approved prior to the implementation of the campus policy development and approval process approved by the Chancellor’s Cabinet in October 2015.
The University of Nebraska does not discriminate based on race, color, ethnicity, national origin, sex, pregnancy, sexual orientation, gender identity, religion, disability, age, genetic information, veteran status, marital status, and/or political affiliation in its programs, activities, or employment.