

TOWNSHIP OF UPPER DEERFIELD

ORDINANCE # 664

**ORDINANCE AMENDING PERSONNEL POLICY
AND PROCEDURE MANUAL OF THE TOWNSHIP OF UPPER DEERFIELD**

WHEREAS, the Township of Upper Deerfield has a Personnel Policy and Procedure Manual which has heretofore been in place; and

WHEREAS, the Township Committee of the Township of Upper Deerfield is desirous of amending the Personnel Policy and Procedure Manual of the Township of Upper Deerfield; and

WHEREAS, a copy of the Personnel Policy and Procedure Manual revisions through February 1, 2011, has been made available to the employees of the Township of Upper Deerfield and is on file for inspection with the Clerk of the Township of Upper Deerfield; and

WHEREAS, terms of the Personnel Policy and Procedure Manual together with changes thereto through February 1, 2011, are incorporated herein by reference as if fully set forth; and

WHEREAS, the Township Committee of the Township of Upper Deerfield is desirous of adopting the Personnel Policy and Procedure Manual together with all amendments to the same;

NOW THEREFORE BE IT ORDAINED by the Township Committee of the Township of Upper Deerfield that the Personnel Policy and Procedure Manual together with any changes thereto through February 1, 2011, be and the same is hereby adopted as the Personnel Policy and Procedure Manual on behalf of the Township of Upper Deerfield; and

BE IT FURTHER ORDAINED by the Township Committee of the Township of Upper Deerfield that a copy of the Personnel Policy and Procedure Manual effective with changes to February 1, 2011, be on file with the Clerk of the Township of Upper Deerfield for inspection; and

BE IT FURTHER ORDAINED that a copy of the Personnel Policy and Procedure Manual adopted herein together with any changes thereto through February 1, 2011, be disseminated to all employees of the Township of Upper Deerfield and a copy be made available to any union requesting a copy of the same.

James Crilley, Chairman

Finally March 3, 2011

Attested:

Roy J. Spoltore, Township Clerk