

## MANUAL OF PERSONNEL RULES, PRACTICES, AND PROCEDURES

SECTION: 1.00 Personal Conduct of Employment	and	Standa	rds
SUBJECT: 1.45 Compliance			

SUPERSEDES: March, 1990

NEW EFFECTIVE DATE: August 15, 1992

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APPROVED BY CITY MANAGER

In order to ensure maximum compliance with the City's Personal Conduct and Standards of Employment, the Director of Human Resources will ensure that:

- I. Upon employment with the City each employee receives, and signs for receipt of, a copy of the Personal Conduct and Standards of Employment," Section in this Manual.
- II. All employees are reminded of their obligations hereunder, through training dissemination of copies of the City's Personal Conduct and Standards of Employment, or through other appropriate means.