



FALL RIVER RURAL ELECTRIC COOPERATIVE, INC.

GENERAL POLICY No. 600

SUBJECT: PURPOSES, DEVELOPMENT, AND REVISION OF PERSONNEL POLICIES

I. PURPOSE:

- A. To explain the purposes and functions of the personnel policies; and
- B. To establish a procedure for the development, adoption and revision of personnel policies

II. POLICY:

The Board of Directors and CEO/General Manager of the Cooperative recognizes the need for a staff of efficient, loyal, and well-trained employees who are vitally interested in the operation of the Cooperative. To further the development of those qualities in its employees and to assure its employees that those qualities will be rewarded, the Cooperative has developed personnel policies, at its consideration, which are consistent with sound personnel practices and other policies and programs of the Cooperative. The Board reserves the right to amend all personnel policies any time it considers an amendment necessary.

Personnel policies are intended as a guideline for personnel practices and procedures of the Cooperative. They contain general statement of Cooperative policy and should not be read as including the minute details of each policy or as forming an express or implied contract or promise that the policies will be applied in all cases. This manual is not a contract with the employee and does not alter the employment-at-will relationship in any way. See Policy No. 601, Employment-At-Will. The Cooperative may add to the policies in the manual or revoke or modify them from time to time. Members of the management staff will try to keep the manual current, but there may be times when policy will change before material can be revised.

The Board of Directors shall adopt new policies and revise existing policies in its deliberation upon the recommendation of the CEO/General Manager.

III. RESPONSIBILITY:

The CEO/General Manager are responsible for the administration of this policy.

IV. PROVISIONS:


- A. The Board shall consider the personnel policies recommended by the CEO/General Manager and will adopt those policies, at its discretion, which are consistent with sound personnel practices and other policies and programs of the Cooperative. The Board reserves the right to amend all personnel policies any time it considers an amendment necessary.
- B. The Board retains the unilateral right to make amendments without the consent of the employees. When policies, practices, or procedures are amended by the Board, the amendment, where applicable, will take effect and be effective as if the policy, practice, or procedure had always been written in the manner amended by the Board.
- C. Where the Board has delegated authority to management to promulgate administrative policies, such policies may be amended by management with the same rights as retained by the Board under this policy.
- D. Personnel policies are intended as guidelines only. In no way shall these policies and procedures be, or be construed to be, a contract, agreement, understanding, or other contractual undertaking between the Cooperative and any applicant for employment or employee. The Cooperative specifically reserves the right to vary from these policies and procedures as needed, and further, specifically reserves the right to discipline and terminate an employee at any time without regard to the application of these policies. No term or condition or employment will be binding on the Cooperative unless it is approved by the Board of Directors and is embodied in a separated, written agreement, signed by the president or the CEO/General Manager of the

Cooperative.

V. **PRIMACY OF POLICY**

This policy supersedes any existing policy that may be in conflict with the provisions of this policy. This policy does not represent a contract between the employer and employee, and the employer herein may change the policies alone and without notice.

APPROVED BY THE BOARD OF DIRECTORS



Doug Schmier, President

DATE APPROVED: March 30, 2009

DATE REVISED: January 22, 2018