

Personnel Policy Edits for Effective Dates/Revision Date Conflicts and for Changing Revision Date to Review/Revision Date		
Policy	Effective/Revision Date Conflict	Change to Review/Revision
301 Employee Benefits	X	X
306 Workers' Compensation Insurance	X	
309 Bereavement Leave	X	
311 Jury Duty	X	
312 Witness Duty	X	
313 Benefits Continuation (COBRA)	X	
314 Educational Assistance	X	
316 Health Insurance		X
320 457 Savings Plan	X	
324 Employee Assistance Program	X	X
326 Flexible Spending Account (FSA)	X	X
401 Timekeeping		X
403 Paydays		X
409 Administrative Pay Corrections		X
410 Pay Deductions		X
501 Safety		X
502 Work Schedule		X
506 Rest and Meal Periods		X
507 Overtime		X
508 Use of Equipment and Vehicles		X
510 Emergency Closings		X
512 Business Travel Expenses		X
514 Visitors in the Workplace		X
515 Social Media Usage	X	X
516 Computer and Email Usage		X
517 Internet Usage	X	X

518 Workplace Monitoring		X
522 Workplace Violence Prevention	X	X
526 Cell Phone Usage	X	X
530 Remote Work		X
601 Leaves of Absence		X
701 Employee Conduct and Work Rules		X
702 Drug and Alcohol Use		X
703 Harassment, Discrimination and Retaliation		X
704 Attendance and Punctuality		X
705 Personal Appearance	X	X
706 Return of Property		X
708 Resignation	X	X
710 Security Inspections	X	X
712 Solicitation	X	X
716 Progressive Discipline	X	X
718 Problem Resolution	X	X
722 Workplace Etiquette	X	X
724 Respectful Workplace		X