

Subject: GENERAL PROVISIONS AND PURPOSE

Date: June 15, 2016

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Replaces Policy Dated: July 10, 1993

PURPOSE: To establish Pinal County Personnel Policies and describe overall content and relationships to other regulations.

STATEMENT OF POLICY: The Board of Supervisors of Pinal County enacts these policies in order to further the following goals:

1. To provide a uniform system of personnel administration throughout the County service.
2. To assist managers in the development of sound management practices and procedures, and to make effective and consistent use of human resources throughout the County.
3. To promote communication between department directors, supervisory staff, and employees.
4. To ensure, protect, and clarify the rights and responsibilities of County employees.

SCOPE: These Personnel Policies shall apply to all Pinal County employees excluding Elected Officials. Elected officials may establish policies for employees in their department; however, those policies may not conflict with the Pinal County Personnel Policies. In the event of a conflict between these policies and any County ordinance, the Pinal County Employee Uniform Merit System Rules, Law Enforcement Merit System Rules, or state or federal law, the terms and conditions of the ordinance, merit rules or state or federal law shall prevail. In all other cases these policies shall apply. Department Directors are prohibited from adopting policies.

Pinal County specifically reserves the right to repeal, modify, or amend these policies at any time, with or without notice. These policies do not create a vested or contractual right for any employee or limit the power of the Board of Supervisors or County Manager to repeal or modify these policies.