

POLICY 813 PERSONAL USE OF COUNTY EQUIPMENT, PROPERTY, OR SERVICES

- 1. Purpose.** The personal use by county employees of county equipment, property, or services on work time is prohibited, except as authorized by department heads.
- 2. Authorized Use.**
 - 2.1** Department heads may authorize employees to use county equipment away from their workstations and off county premises when such use is County work-related. Monitoring such use will be the responsibility of department heads.

POLICY 813 PERSONAL USE OF COUNTY EQUIPMENT, PROPERTY, OR SERVICES

Effective Date: January 1, 2012

Revised Date:

Eau Claire County
Employee Policy Manual

POLICY 813 PERSONAL USE OF COUNTY EQUIPMENT, PROPERTY, OR SERVICES

Effective Date: January 1, 2012

Revised Date:

Eau Claire County
Employee Policy Manual