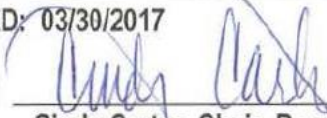


Grant County Personnel Policy

DATE ISSUED: 03/30/2017	EFFECTIVE DATE: 03/30/2017
APPROVED:  Cindy Carter, Chair, Board of County Commissioners	03-27-17 Date Signed
LAST REVISED: 03/15/2017	CONTACT: Human Resources

212 – Communication

- 212.1 In addition to encouraging healthy spoken communication between co-workers, leaders, and management, Grant County also communicates regularly with employees through e-mail, the County's intranet site, as well as its website. Comprehensive employee information is located outside of the Human Resources department. Other boards throughout County facilities contain various announcements, job postings, benefits information, important dates, community information, and/or County information. Employees should check communication resources regularly to keep informed of important County information and updates.
- 212.2 Grant County Policies & Procedures updates and information is sent to employees on a County-wide basis *via* e-mail, with the request that employees without e-mail access be advised of the information being transmitted.

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