



# FORWARD

## City of Memphis Personnel Policy and Procedure Manual

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It is the policy of the City of Memphis Government to establish reasonable work rules and to ensure compliance with these rules. It is also the policy of the City of Memphis Government to comply with Federal, State and Local guidelines. Therefore, the City of Memphis Personnel Policies and Procedures are frequently reviewed to ensure compliance with applicable laws and regulations.

In an effort to make the current policies and procedures accessible to all employees, the City has implemented an internet-based Policy Manual. The most recent City policies and procedures may be accessed by clicking the following link:

<http://www.memphistn.gov/Government/HumanResources/PersonnelPoliciesandProcedures.aspx>

Every effort will be made to notify each employee of any changes to the Policy Manual; however, the City of Memphis Government reserves the right to suspend, revise or revoke any of its policies, procedures, and/or practices at any time without notice. Therefore, it is the employee's responsibility to keep abreast of the most recent policy and procedure updates.