


<p><b>TOWNSHIP OF VERONA</b> <b>COUNTY OF ESSEX, NEW JERSEY</b></p>  <p><b><i>POLICIES AND PROCEDURES</i></b></p>	Policy Title:	Applicability
	Policy Reference No:	1-1
	Release Date:	5 January 2023
	Approved By:	Joseph D'Arco, Township Manager
	Authority:	§ 36-1 (C)
	Revision History:	Rev. 1
	No. of Pages:	1
	Applicability:	All Employees & Volunteers

The contents of these policies and procedures intended as guidelines only, which supersede any prior manual and/or handbook. Neither this manual nor any other guidelines, policies or practices create an employment agreement. The Township has the right, with or without notice, in an individual case or generally, to change any of its guidelines, policies, practices, working conditions or benefits at any time. In the event there is a conflict between these rules and any collective bargaining agreement, personnel services contract, or Federal or State Law including the Attorney General's guidelines with respect to Police Department personnel matters and the New Jersey Civil Service Act, the terms and conditions of that contract or law shall prevail. In all other cases, these policies and procedures shall prevail.

No one is authorized to provide any employee with an employment agreement or special arrangement concerning terms or conditions of employment unless the contract or arrangement is in writing and is signed by the township manager with governing body approval. To the maximum extent permitted by law, the employment practices of the Township shall operate under the legal doctrine known, as "employment at will." Within Federal and State law, including the New Jersey Civil Service Act and any applicable bargaining unit agreement, the Township shall have the right to terminate an employee at any time and for any reason, with or without notice, except the Township shall comply with all Federal and State legal requirements requiring notice and an opportunity to be heard in the event of discipline or dismissal. This notice applies to all employees regardless of date of hire.

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Revision No.	Revision Date	Nature of Revision	Approved By
Rev 1.	1/5/2023	Changed Approved by from Cavallo, to D'Arco	JD