



Weber County Human Resources Policy 1-100

HR Disclaimer

I. Purpose

This policy explains the effect, and the limits, of Weber County Human Resources policies and of statements made about topics covered in the policies. It also explains the procedures to be used to update Human Resources policies and the procedures for departments to use to implement internal personnel policies that differ from Human Resources policies.

II. Policy

Neither the language contained in any of the Weber County Human Resources policies and procedures nor any representation made by a member of management may be construed as a guarantee of employment or any employment-related benefit. County policies and procedures do not create any actual or implied contractual rights.

III. Procedures

- A. Human resources policies and procedures and any other County documents or handwritten materials regarding pay, merit awards, insurance, employee benefits and any other aspect of employment are subject to change and are not to be construed as an express or implied contract between the county and its employees.
- B. Oral or written promises about promotions, pay raises, or other employment related matters have no legal effect and are not binding.
- C. New or revised Weber County Human Resources policies will be reviewed by the Policy Review Committee, Human Resources, and the County Attorney's Office.
- D. All Weber County Human Resources policies must be approved by the County Commission and become effective on the day they are approved.
- E. County departments may develop internal policies that are stricter than the general requirements of the Weber County Human Resources Policies and Procedures as long as those policies comply with state law, federal law, and county ordinance. Each internal department policy will be reviewed by the Human Resources Director and approved as to form and legality by the County Attorney's Office. In the event of a conflict between an internal department policy and a county policy that is at least as strict as, or stricter than, the internal department policy, the county policy governs the situation and supersedes the internal department policy.
- F. The Human Resources Division is responsible for providing the forms and resources needed to apply and enforce these policies.

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DATED this 1st day of March, 2022.

BOARD OF COUNTY COMMISSIONERS
OF WEBER COUNTY:


Scott K. Jenkins, Chair

ATTEST:



Ricky Hatch, CPA
Weber County Clerk/Auditor



Sarah Swan
Human Resources

Approved as to form and legality:



Courtlan Erickson
Deputy County Attorney