

Weber County Human Resources Policy 1-100: HR Disclaimer

I. Purpose

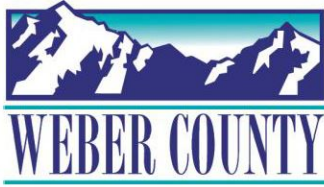
The purpose of this policy is to set forth the responsibilities for the administration of Weber County Human Resources pursuant to [Utah Code 17-75-402](#). It will also explain the effect, and the limits, of Weber County Human Resources policies and of statements made about topics covered in the policies. 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. The role of the Office of Human Resources is to establish a personnel system administered in a manner that will provide for the effective implementation of the following:
- i. recruiting, selecting, and advancing county employees on the basis of relative ability, knowledge, and skills, including open consideration of qualified applicants for employment for initial appointment;
 - ii. providing equitable and adequate compensation practices to county employees;
 - iii. training county employees as needed to assure high-quality performance;
 - iv. retaining county employees on the basis of the adequacy of the county employee's performance;
 - v. separating from county employment those employees whose inadequate performance cannot be corrected;
 - vi. treating applicants for employment and county employees fairly in all aspects of personnel administration without regard to: race; color; religion; sex; national origin; political affiliation; age; or disability;
 - vii. having proper regard for each county employee's privacy and constitutional rights as citizens;
 - viii. providing county employees information regarding a county employee's political rights and prohibited practices under the Hatch Act; and
 - ix. providing a formal procedure for processing a county employee's appeals and grievances without:
 1. discrimination;
 2. coercion;
 3. restraint; or
 4. retaliation.



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- B. 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.
- C. Oral or written promises about promotions, pay raises, or other employment related matters have no legal effect and are not binding.
- D. New or revised Weber County Human Resources policies will be reviewed by the Policy Review Committee, Human Resources, and the County Attorney's Office.
- E. All Weber County Human Resources policies must be approved by the County Commission and become effective on the day they are approved.
- F. 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.
- G. Human Resources is responsible for providing the forms and resources needed to apply and enforce these policies.

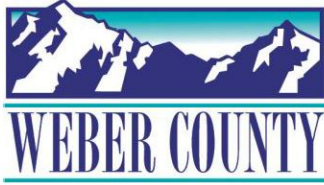
DATED this _____ day of _____, 2026.

BOARD OF COUNTY COMMISSIONERS
OF WEBER COUNTY:

Gage Froerer, Chair

ATTEST:

Ricky Hatch, CPA
Weber County Clerk/Auditor



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Emily Wilde
Human Resources

Approved as to form and legality:

Courtlan Erickson
Deputy County Attorney