

ADMINISTRATIVE REGULATIONS

INDEX

Number	Title
01	Administrative Regulations
02	Prescott Park Parking
03	Worker's Compensation Program
04	Public Works Request for Service
05	Use of Town Facilities
06	Holiday Pay
07	Accident & Injury Investigation
08	Personal Protection Equipment
09	Hearing Conservation
10	Hazard Communication Program
11	Exposure Control
12	Safety & ADA Audits
13	Purchasing Policy
14	Surplus Material Policy
15	Sick Leave Bank & Transfer of Sick Leave
16	Telephone System Management
17	Confined Space Entry
18	Respiratory Protection Program
19	Lock Out Tag Out
20	Slips, Trips and Falls
21	Fringe Benefits Policy
22	Town Vehicles & Use of Private Vehicles Policy

Number	Title
23	Fixed Assets Policy
24	Credit Card Policy
25	Account Payables Payment Policy
26	Cell Phone Policy
27	Uniform Policy
28	D.O.T. Physicals
29	Official Expense Reimbursement
30	Municipal Development Projects
31	Centralized Hiring Procedure
32	Internal Communication
33	Time Keeping for Non-Exempt Employees
34	Payroll Direct Deposit
35	Cash Receipts Policy
36	Fund Balance Policy
37	Internal Controls Policy
38	Fraud Policy
39	Investment Policy
40	Town Hall and Annex Employee Parking
41	Irving Gas and Diesel Credit Card Policy
42	Internship Policy