

RESOLUTION NO. 2021 -217

**RESOLUTION OF THE TOWNSHIP OF LITTLE EGG HARBOR,
COUNTY OF OCEAN, STATE OF NEW JERSEY, ADOPTING
THE TOWNSHIP PERSONNEL POLICIES AND PROCEDURES**

WHEREAS, the Township Administration has reviewed, revised and updated the Township's Personnel Policies & Procedures Manual and is recommending the same for adoption; and

WHEREAS, the Township Committee wishes to adopt the revised Personnel Policies & Procedures Manual in the form available in the office of the Township Clerk.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Township of Little Egg Harbor, County of Ocean, State of New Jersey as follows:

1. That the revised Personnel Policies & Procedures Manual in the form available in the office of the Township Clerk is hereby adopted.

2. That Human Resources shall ensure that all employees of the Township are provided with the revised Personnel Policies & Procedures Manual and provide written confirmation that they have received same, which confirmation will be placed in each employee's personnel file.

CERTIFICATION

I, KELLY LETTERA, RMC, Municipal Clerk of the Township of Little Egg Harbor do hereby certify that the foregoing resolution was duly adopted by the Township of Little Egg Harbor Township Committee at a meeting held on the 14th day of October, 2021.



KELLY LETTERA, Township Clerk
Little Egg Harbor Township