



Policy 1.2	Scope of Coverage		
<u>Effective Date:</u> 2/28/12  <u>Last Amended Date:</u>	<u>Applicable Law/Statute:</u> None	<u>Source Doc/Dept.:</u> None/HR	<u>Authorizing I.C. Sec:</u> None

## SCOPE OF COVERAGE

1.2

**Application.** This manual contains the employee policies (hereinafter referred to as "employee policies" or "policies") of the County of DuPage, Wheaton, Illinois (hereinafter referred to as "the County"). These policies generally apply to all County employees under County Board Jurisdiction, as follows: Animal Services, Community Services, Care Center, Economic Development and Planning, Facilities Management, Finance, Information Technology, Human Resources, Office of Emergency Management, Public Works, Supervisor of Assessments, Transportation, Chairman and members of the County Board. These policies do not establish tenure or contractual rights for any employee. The County may waive irregularities in these policies at its convenience.

**Previous Policies.** These policies supersede all previous written and unwritten personnel policies and guidelines and past personnel practices of the County, and also supersede any current department or division policy or procedure inconsistent with those set forth herein. Separate department or division policies that are more restrictive due to the operational needs of the department or division shall remain in effect, subject to the approval of the County Administrator.

**Conflicts.** In the event of a conflict between these policies and the provisions of a written employment contract, the contract shall prevail. In the event of a conflict between these policies and any applicable law, the law shall prevail, unless the conflict is with a state employment law which the County has superseded by ordinance under the authority granted it by the Illinois Compiled Statutes.

**Severability.** If any section or part of these policies or any amendment is invalidated by operation of law or by order of a court of competent jurisdiction, or compliance with or enforcement of any section of these policies is restrained by a court, the remainder shall not be affected and shall remain in full force and effect, unless the context as a whole indicates that another section should be invalidated as well to conform with the County's intent.

**NO CONTRACT - THESE POLICIES ARE PRESENTED FOR INFORMATIONAL PURPOSES ONLY, AND MAY BE CHANGED AT ANY TIME WITH OR WITHOUT NOTICE. NOTHING IN THESE POLICIES CREATES OR IS INTENDED TO CREATE AN EMPLOYMENT CONTRACT, EXPRESSED OR IMPLIED. NO REPRESENTATIVE OF THE COUNTY HAS THE AUTHORITY TO ENTER INTO A CONTRACTUAL AGREEMENT WITH**

**AN EMPLOYEE WITHOUT THE EXPRESS CONSENT OF THE COUNTY BOARD.**