

CHAIN OF COMMAND POLICY

That the chain of command be followed by all employees at all times. Further if an employee does not follow the chain of command, the following repercussions will be implemented:

First offence - Verbal warning

Second offence - Verbal warning and one day unpaid suspension

Third offence - Written warning placed in employee file and one-week unpaid suspension

Fourth offence - Written warning placed in employee file and two weeks unpaid suspension

Fifth offence - dismissal

For more serious offences the first offence and warning may be skipped.

Adopted 2020