

CLARKSVILLE DEPARTMENT OF ELECTRICITY

Operating Policy No. 1-1

Subject: Operating Policy and Operating Bulletins

Policy:

The Power Board of the Department will from time to time pass policies in an effort to insure uniformity in the overall management of the Department. The Board will supplement, amend, and rescind previously adopted policies in order that they will remain practical, useful and current.

In adopting policies, the Board has made every endeavor to be as reasonable and practical as possible. Reasonable latitude has been incorporated in each policy in order that those who are responsible for operating under the policies may use discretion and judgment. However, every policy, program, employment practice and employee relation will be applied without regard to age, race, color, creed, sex, national origin or marital status including but not limited to Title VI of the Civil Rights Act of 1964.

Final responsibility for the enforcement of the policies rests with the Power Board. The Board, however, has delegated responsibility with full authority to the President for the enforcement of all policies except those which may refer to conduct of the Board itself. The President, in turn, delegates certain responsibilities and authorities to his subordinates as he deems advisable in order to carry out the policies. The President, however, remains ultimately accountable to the Board even though he has delegated certain responsibilities and authorities.

In an effort to insure uniformity in the operation of the Department within the adopted policies and Board actions, the President is authorized to issue operating bulletins as he deems advisable. These bulletins will be to explain or give directions of certain policies. Employees of the Department should thoroughly acquaint themselves with the operating bulletins, as compliance with the bulletins is of equal importance as compliance with the policies.

Revised March 19, 2003
Effective April 1, 2003