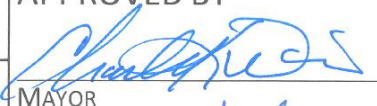




POLICY AND PROCEDURE STATEMENT

SUBJECT GAMBLING	PAGE 1 OF 1	DATE EFFECTIVE AUGUST 1, 2018	
SECTION/POLICY NO. 5.13	APPROVED BY  MAYOR	SUPERSEDES NEW	
PREPARED BY VILLAGE ADMINISTRATOR	 VILLAGE ADMINISTRATOR	APPROVAL DATE	ISSUE DATE 12/31/2017
REFERENCE	 PERSONNEL/BENEFIT COMMITTEE	DISTRIBUTION LIST WEBSITE, MAYOR, COUNCIL CLERK- TREASURER, AND VILLAGE EMPLOYEES	

SCOPE

- I. This Policy applies to Ashville Personnel, Ashville Government, and Contract Staff.

POLICY:

- I. The Village of Ashville recognizes gambling can be an issue and will not allow this to occur during work hours.

PURPOSE:

- I. To have a standardized legal process.

PROCEDURE:

1. The Village does not permit gambling in any form by Village employees during work days. For the purpose of this policy, work day includes regular working hours, lunch periods, clean-up time, and other breaks. Violation of this policy will be cause for disciplinary action.