

**SANDUSKY COUNTY
PERSONNEL POLICY AND PROCEDURE MANUAL**

CHAPTER V EMPLOYEE CONDUCT

- 5.01 Tardiness and Absenteeism
- 5.02 Personal Appearance
- 5.03 Solicitation and Distribution
- 5.04 Ethics of Public Employment
- 5.05 Political Activity
- 5.06 Telephone Use
- 5.07 Tools, Supplies, and Equipment
- 5.08 Use of County Vehicles
- 5.09 Travel and Expense Reimbursement
- 5.10 Safety and Health
- 5.11 Secondary Employment
- 5.12 Bulletin Boards
- 5.13 Drug Free Workplace Policy
- 5.14 Sexual Harassment
- 5.15 Garnishments
- 5.16 Alcoholic Beverages and Gratuities
- 5.17 Workplace Violence
- 5.18 Concealed Weapons
- 5.19 Cellular Telephone
- 5.20 Credit Card Policy
 - 5.20.1 Procurement Procedure
 - 5.20.2 Deposit of Public Moneys
- 5.21 Tobacco Use Policy
- 5.22 No Expectation of Privacy
- 5.23 Social Media