

COUNTY OF PRINCE GEORGE ADMINISTRATIVE POLICIES Prince George, Virginia	POLICY NUMBER: 140.1 through 140.2	Page 1 of 1
	SUPERSEDES: July 1, 2005	DATE ISSUED: September 1, 2005
SUBJECT: Memberships	AUTHORIZATION: Brenda G. Garton, County Administrator	

140.1 Memberships

Recognizing that the County receives benefits from its employees belonging to professional organizations, such as information on the experience of other organizations, technical innovations, and professional growth and development, the County allows employees to belong to approved professional organizations as approved by their Department Director, Constitutional Officer, or County Administrator. County paid memberships are not authorized for civic clubs and other organizations or associations from which the County or its representatives receive no direct benefit. County paid memberships are not authorized for organizations that discriminate on the basis of race, color, religion, sex, national origin, age, or disability.

140.2 Distribution of Membership Policy to County Employees; Employee Acknowledgement

A copy of the Membership Policy shall be distributed to each County employee with an Employee Acknowledgement. Each County employee shall acknowledge receipt of the Policy by signing and dating the Employee Acknowledgement form in the presence of a witness who shall also sign and date the Acknowledgement. The executed Employee Acknowledgement shall be returned to the Department of Human Resources for filing in the respective employee's personnel file.