
CITY OF KETTERING — ADMINISTRATIVE POLICIES

PERSONNEL POLICIES & PROCEDURES

8/06

Policy No. 614: Payroll Deduction

A. General Provisions

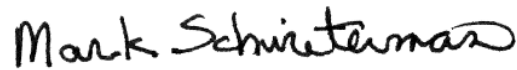
1. Payroll deduction may be permitted at the sole discretion of the City Manager, when the City Manager determines that the estimated amount of time and employee work load necessary to initially set up and implement the automatic payroll deduction can be minimized and that the program beneficiaries are of appropriate Internal Revenue Service, have a significant direct impact for Kettering residents and are not easily served by automatic check withdrawal or other alternative payment programs.

The City Manager hereby delegates the appropriate responsibility and authority to administer this Policy to the City's Assistant City Managers and Department Directors.

Approved:

9/18/06

Date

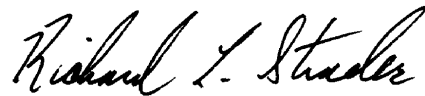


Mark Schwieterman
City Manager

Issued:

10/27/06

Date



Richard L. Strader
Director of Human Resources