

TOWN OF SWANSBORO

GENERAL POLICY--NO. 2  
APPROVAL OF POLICY

The Board of Commissioners recognizes the importance of establishing policies for improving the efficiency and effectiveness of our government services, without becoming too cumbersome and time consuming. As a result, the Board realizes the need to establish which policies need to be brought before the Board of Commissioners for approval, and which policies the Town Administrator should act upon.

Therefore, it is the policy of the Board of Commissioners of the Town of Swansboro that the Board approve those policies that:

1. Determine what the Town government does through activities and services that affect the entire government organization.
2. Are required by law or regulatory agencies for various purposes.
3. Relate to other areas as requested by the Board or Town Administrator.

The Board directs the Town Administrator to implement the above type policies and to monitor their implementation. The Board will monitor their overall outcome and impact.

The Board delegates to the Town Administrator management policy approval that:

1. Determines efficiency and quality of service provided by each department.
2. Affects an employee or the public's safety.
3. Relates to other areas that are operational in nature and affect specific departments versus the entire organization.

In general, policies that affect the entire organization should be approved by the Board of Commissioners. Policies that affect specific departments should be approved by the Town Administrator.

APPROVED BY THE BOARD OF COMMISSIONERS, THIS 9<sup>TH</sup> DAY OF AUGUST, 1990.

*Paul W. Edgerton*