

Julie Kiley

From: Dale Rye [drye@wilco.org]
Sent: Monday, July 27, 2009 11:50 AM
To: Julie Kiley
Subject: Budget Order

Each employee who is issued county-owned equipment that may be used or taken outside the daily workplace must sign an agreement acknowledging receipt of the equipment, including an acknowledgment of its replacement value, and agreeing that the equipment will be returned on request of the department head or on leaving departmental employment, whichever comes first. The agreement will further provide that if the equipment is not returned when required, the replacement value will be deducted from the employee's next (or final) paycheck.