

County Owned Assets

Each employee who is issued county-owned equipment that may be used or taken outside the daily workplace must sign an agreement each year acknowledging receipt of the equipment, including an acknowledgment of its current 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.