



## StanCERA Personnel Policy

The Stanislaus County personnel manual are the policies and procedures to manage all aspects of the County personnel process they are located @ <http://www.stancounty.com/personnel/pdf/PersonnelManual.pdf>. StanCERA views this manual as fair and appropriate. StanCERA adopts and will abide by the policies and procedures in the Stanislaus County personnel manual with the following exceptions:

StanCERA's Retirement Board will coordinate and manage the recruitment, hiring, promotion, raises, disciplinary and termination policies and procedures of the retirement administrator. StanCERA may consult with County personnel as necessary for any assistance during this recruitment process.

StanCERA will augment the "Information Technology Security Policy – End User policy" in Chapter 16 pages 26 - 30, with additional security policy requirements as adopted by the Retirement Board.

StanCERA will comply with reimbursement for travel expenses as identified in the StanCERA bylaws, 14.9. StanCERA will comply with all other aspects of the County travel policy that do not conflict with StanCERA bylaw 14.9.

In Chapter 17, pages 29 – 32 "Approval and Reporting of Contracts and Agreements", as noted in the General Services Agency purchasing policies and procedures, StanCERA will administer and manage all of its own contracts.

As a separate legal entity, StanCERA reserves the right to modify and/or reject any of the County personnel policies and procedures in the personnel manual as it deems appropriate. Any such modifications and/or rejections will be documented and approved by the Retirement Board.

[Attendance Policy](#)

[Time Off Request Policy](#)



**Policy Review**

This Board shall review this policy at least every three years.

**Policy History**

Adopted by the Retirement Board on June 28, 2011

Reviewed and adopted by the Board of Retirement

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Tom Watson, Retirement Administrator

Approval/Adoption Date: June 28, 2011