

EXHIBIT A



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| City of Meridian |
| Standard Operating Policy |
| Number 8.1 |

Corrective and Disciplinary Action

Purpose:

To set forth the City's policy regarding corrective and disciplinary action to ensure consistent and equitable application for all employees.

Policy:

Supervisors and department directors or designees are directed to assist employees in improving substandard or unacceptable performance and behavior by setting effective expectations, providing feedback, coaching, counseling, and other proactive activities. However, when employees do not respond to such efforts, or when events take place that are so grievous as to require corrective or disciplinary action, supervisors, department directors or designees are directed to follow the City's corrective or disciplinary process.

This policy shall be implemented pursuant to the Corrective and Disciplinary Action Standard Operating Procedures.

Authority & Responsibility:

The Human Resources Director or designee shall be responsible for interpreting this policy. Supervisors and department directors or designees shall have authority and are responsible for administering this policy within their areas of responsibility up to specified levels of disciplinary action as outlined in the Corrective and Disciplinary Action Standard Operating Procedures. The Mayor may be advised of disciplinary decisions made which involve demotion, suspension, or termination.