

INTRODUCTION

This manual is an official publication of the Monroe County Sheriff's Office. Each employee bears the responsibility of becoming familiar and knowledgeable of all the directives, procedures, and rules and regulations contained in this manual.

The contents of this manual are in effect as of January 6, 2009. The manual supersedes all previous directives, policies, procedures, orders, memorandums, and rules and regulations.

An electronic version of the manual is available for all employees to view on the Office's intranet. Employees who have been issued a hard copy of the manual are required to update it as new or revised directives are issued. Employees who have been issued a hard copy of the manual will keep the manual in good condition and will be required to pay for lost or damaged manuals.

Sheriff Peryam shall be the sole authority for amending this manual. No other changes or deviations from the directives, policies, procedures, orders, memorandums, and/or rules and regulations shall be permitted.

Nothing contained in this manual shall establish a property or liberty interest in any position of any employee of the Monroe County Sheriff's Office. Sheriff Peryam, pursuant to law, shall maintain the sole right to appoint employees and withdraw appointments of employees at his sole discretion.

All employees should note and understand that no other employee of the Office, other than Sheriff Peryam, has any authority to enter into any agreement for appointment for any specified period of time or to make any agreement contrary to the foregoing.

Sheriff Peryam may add, delete, change, modify or interpret any or all of the provisions of this manual at his sole discretion.

Failure of any employee to comply with the provisions of any portion of this manual may result in disciplinary action, up to and including, withdrawal of appointment.

The manual and all of its provisions shall be continuously in effect from January 6, 2009 unless rescinded by the order of Sheriff Peryam.



Robert P. Peryam, Sheriff