



VILLAGE OF GOLF
EMPLOYEE HANDBOOK

Resolution No. 2013-05

Exhibit "A"

July 17, 2013

- j. Expenditures made in connection with an event sponsored by a nonprofit organization funded in whole or in part with public funds whose primary function is to encourage and attract tourism or other business opportunities for the benefit of Palm Beach County or the municipalities as applicable, provided the sponsor organization does not employ a lobbyist, and further provided that the invitation to the event is made by a representative of the sponsor organization and the representative is not otherwise a vendor, lobbyist, principal or employer of a lobbyist. Notwithstanding the exception as provided in this subsection, the expenditure must be disclosed in accordance with the gift law reporting requirements outlined previously.

Notwithstanding the above statements, the Village of Golf is subject to the provisions listed in the Palm Beach County Code of Ethics.

6-3. Office of the Inspector General (OIG)

The Office of the Inspector General was established in 2010 to "Enhance Public Trust in Government." The OIG has complete independent oversight authority at both County and Municipal levels to ensure accountability and transparency to the citizens of Palm Beach County. Village employees who wish to report mismanagement of contracts, fraud, theft, bribery or other violations of the law which appear to fall within the jurisdiction of the OIG, may notify their supervisor, Village Manager or the OIG. For more information on compliance, definitions, general questions and full OIG duties, employees can contact the Office of the Inspector General, or visit their website at: www.pbcgov.org/oig

6-4. Workplace Violence

1. To ensure orderly operations and provide the best possible work environment, the Village expects employees to follow rules of conduct that protect the interests and safety of all citizens and co-workers.
2. Employees must follow directions of their supervisor(s), and not be insubordinate, rude, or act in defiance of management.
3. Threats, threatening conduct, or any other acts of aggression or violence in the workplace will not be permitted. Any employee determined to have committed such acts will be subject to disciplinary action, up to and including termination.
4. Non-employees engaged in violent acts on Village property will be reported to the proper authorities and fully prosecuted.
5. The following behaviors, while not inclusive, provide examples of conduct that are prohibited:
 - a) Causing physical injury to another person;
 - b) Making threatening remarks;