

WALLACE COUNTY PERSONNEL POLICIES AND PROCEDURES MANUAL

9.0

TRAINING AND LICENSING POLICY

9.1 Purpose

It is the policy of Wallace County to promote and facilitate training and career education that meets the needs of Wallace County employees.

9.2 Definitions

As addressed by this policy, training is defined as any work-related program, seminar, conference, convention, course or workshop attended by an employee whose tuition and expense are funded in whole or in part by Wallace County while the employee is on a paid status with Wallace County.

9.3 Training Programs and Professional Certification Programs

It is our policy to maximize comprehension, retention and transference of training provided by Wallace County. Attendance at all training and professional certification programs will be pre-approved by the employee's immediate supervisor or by the personnel office.