



**ADMINISTRATION**  
**Series 2000**  
**Policy #2004.1.1**

**Employee Handbooks**

The Human Resources Department shall develop, maintain and distribute handbooks to all EASTCONN personnel which describe the Agency rules and regulations and employee benefits. Such handbooks are subject to approval by the Executive Director whenever they are revised.

ADOPTED: April 24, 2018 REVISED:  
Replaces 1.002