I. POLICY STATEMENT

The Policy of the City of Oviedo shall be:

A. To provide exceptional and cost-effective services achieved through innovation from responsive employees working in partnership with the community.

B. To encourage the development of individual acceptance of responsibility for the attainment of outstanding public service, in accordance with the City's goals and objectives, while adhering to the standards of conduct contained in this policy manual.

C. To attract and retain employees of the highest caliber.

D. To select employees based on ability, training, and experience, without regard to age, gender, race, color, religion, national origin, veteran status, family status (except as limited by Florida Statutes governing nepotism), or disability which does not preclude the performance of the essential functions of the position with reasonable accommodation(s) provided as necessary.

E. To provide career advancement opportunities for employees through training and educational assistance programs.

F. To provide training for supervisory personnel which will assure their ability to lead and motivate their employees in an effective manner.

G. To provide a pay plan and employee benefits which are fair and competitive.

H. To provide clean, safe, and pleasant working conditions for empowered employees to deliver services in a courteous, responsible, and effective manner.

I. To provide a grievance procedure for the prompt and appropriate settlement of employee grievances.

J. To promote from within, whenever possible and in the best interest of the City, based upon ability, documented employment record, demonstrated and documented job performance, and satisfaction of position minimum education and experience qualifications.

K. To provide a safe workplace for its employees. Therefore, the use, sale, or possession of alcohol or controlled substances by employees is prohibited while on duty or on City property because it can affect employees' performance and workplace safety. Additionally, the use, sale, or possession of controlled substances (illegal) off duty is not acceptable. Such actions can have an adverse impact on how the public perceives the City of Oviedo and its employees.