

TO: Blount County Clerk

FROM: Jeff Headrick
Blount County Highway Superintendent

RE: Blount County Highway Department Employee Handbook

DATE: September 29, 2023

In accordance with T.C.A. §54-7-109, also referred to as the County Uniform Highway Law, the Blount County Highway Department is submitting to the County Legislative Body the attached personnel policy, effective October 1, 2023, for all Highway Department employees. Further, in order to conform to T.C.A. §§5-23-101 through 5-23-112, which requires all county officials to establish certain basic personal policies, these Highway Department personnel policies have been reviewed by an attorney. As required, the following document is being filed with the Office of the County Clerk.



**Blount County
Highway Dept.
Jeff Headrick
Superintendent
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9/29/23

