

## ORGANIZATION FOR PERSONNEL ADMINISTRATION

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**1. County Council:**

a. Seven members of the County Council comprise the legislative branch of the County government. It is their duty to determine policy, set tax rates, and approve the County budget. Each member is elected to a four-year term of office.

**2. County Administrator - The County Administrator shall:**

a. The Fairfield County Administrator is be responsible for establishing personnel policies, and may amend any of the provisions contained herein.

b. The Administrator can carry out or delegate such other duties as are prescribed by these guidelines and procedures.

**3. Deputy County Administrator - Delegation of Authority:**

The County Administrator, has delegated authority to the Deputy County Administrator to assist him /her in the administration of these regulations.

**4. Department Head:**

Throughout these regulations, the term Department Head refers to the individual with final authority in each department of the County.

**5. Interpretation:**

The County Administrator or Deputy is responsible for interpreting the various provisions of this personnel program.