



City of West Allis

7525 W. Greenfield Ave.
West Allis, WI 53214

Resolution

File Number: R-2013-0185

Final Action:

Sponsor(s): Administration & Finance Committee

SEP 03 2013

Resolution relative to adopting a new policy on Workplace Communications.

WHEREAS, the City of West Allis has historically operated with an Open Door Policy that encourages transparency and openness wherein employees may offer suggestions and ideas, provide and solicit feedback, seek personal or professional counsel, or address concerns; and

WHEREAS, the City follows a Chain of Command organizational structure to provide a flow of communication across all levels of the organization.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of West Allis that the attached Workplace Communications policy be and is hereby approved for inclusion in the City's Policies & Procedures Manual.

BE IT FURTHER RESOLVED that the City Administrative Officer, Clerk/Treasurer is hereby authorized and directed to include such policy in the City of West Allis Policies & Procedures Manual and distribute said policy to all appropriate departments and officials.

ADM\ORDRES\ADMR450

ADOPTED

SEP 03 2013

Paul M. Ziehler, City Admin. Officer, Clerk/Treas.

APPROVED

9/5/13

Dan Devine, Mayor