

**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2021-12-15**

**RESOLUTION AMENDING AND ADOPTING THE PERSONNEL  
POLICIES AND PROCEDURES MANUAL**

**WHEREAS**, the Township of Chesterfield is part of the Burlington County Joint Insurance Fund; and

**WHEREAS**, BURLCO JIF requires the Township to adopt a procedure policy as part of the Employment Practices Liability (EPL) coverage; and

**WHEREAS**, the policies are revised periodically to comply with State and Federal Laws and Regulations; and

**WHEREAS**, the attached Personnel Policies and Procedures Manual has been reviewed by the Township Attorney; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield, County of Burlington, State of New Jersey that the Personnel Policies and Procedures Manual, a copy of which is attached hereto, is hereby adopted as amended.

**BE IT FURTHER RESOLVED** that a copy of the Policy shall be distributed to all Township employees and officials.

**BE IT FURTHER RESOLVED** that this Resolution shall take effect immediately.

**CHESTERFIELD TOWNSHIP COMMITTEE**

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I, Caryn M. Hoyer, Clerk of the Township of Chesterfield in the County of Burlington and State of New Jersey do hereby certify the foregoing Resolution to be a true and accurate copy of the Resolution approved by the Township Committee at a duly advertised meeting held on December 9, 2021, at which a quorum was present.

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Caryn M. Hoyer, RMC  
Township Clerk