


<b>Effective Date</b>		<b>Date of Revision</b>		<h1>Policies, Rules And Regulations</h1>
1-4-65				
<b>Chapter Name</b>		<b>Chapter No.</b>	<b>Page</b>	
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<b>Issue</b>				
FINANCIAL RESPONSIBILITY				

Employees are expected to manage their personal financial affairs in a manner which prevents involving Eastern Michigan University in legal proceeding and unnecessary expense through garnishments, tax levies and other collection devices.

Although the circumstances will be considered on an individual basis, three or more garnishments, tax levies or combination of same are considered cause for termination of employment.

The receipt of three or more garnishments may be considered as sufficient cause for termination of employment with the provision that each case will be considered individually. The administrative procedures will be as follows:

First Garnishment: A conference with the personnel director at which time the employee will be told of its seriousness. Financial counseling will be recommended.

Second Garnishment: The action of the first garnishment will be repeated and inquiry made as to the employee's intention of debt consolidation.

Third Garnishment: If the employee has taken steps toward eliminating the problem, he or she may be given further consideration. If the employee has not taken steps to eliminate the problem, the employee may be given a two weeks notice of termination of employment.

<b>Authority for Creation or Revision</b>
Minutes of the Board of Regents, January 4, 1965; para..4.12.172M.