



TACOMA HOUSING AUTHORITY

Policy No.	HR-10.01
Policy	Employment at Will
Date	May 26, 2009

1. Purpose

This policy makes clear that, unless an employment contract or a collective bargaining agreement states otherwise, all employment at THA is “at will.”

2. Sources for Policy

[No entry]

3. Scope of Policy

This policy applies to all THA employees.

4. Who is Responsible for Implementing Policy

Who	Responsibilities
<i>Human Resources Dept.</i>	The Human Resource Department should inform all applicants and newly hired THA employees about this policy.
<i>Supervisors</i>	All supervisors should help their staff understand this policy.
<i>All Staff</i>	All staff should read this policy and ask their supervisors if they have any questions.

5. Definitions

[No entry]

6. Forms Associated with this Policy

[No entry]

7. Policy

7.1 All employees are employed at the will of THA for an indefinite period unless they are governed by a written employment contract or a collective bargaining agreement that states otherwise. This means that such employees may resign and that THA may terminate them at any time for any reason not prohibited by law. Completion of a probationary period of employment shall not change an employee's status as an employee-at-will or in any way restrict THA right to terminate such an employee unless such change or restriction appears in an applicable written contract or collective bargaining agreement.

7.2 No THA representative is authorized to modify this policy for any employee or to make any agreement contrary to this policy, except Executive Director may do so by written agreement. Supervisory and management staff shall not make any

representations to employees or applicants concerning the terms or conditions of employment with THA that are not consistent with this policy.

- 7.3** This policy is not modified by any statements contained in employee handbooks, employment applications, THA recruiting materials, THA memoranda, or other materials. No such documents shall create an express or implied promise of (i) employment for a definite period or (ii) employment upon any specific terms or (iii) an express or implied requirement that THA must have “just cause” to terminate a staff person’s employment.