

**CARMICHAEL WATER DISTRICT
POLICY MANUAL**

POLICY 2040: Reduction in Force

2040.10 Whenever, in the judgment of the General Manager, it becomes necessary, due to the lack of work, lack of funds or other economic reason, or because the necessity for a position no longer exists, the General Manager may abolish any position of employment, and the employee holding such position may be laid off or demoted.

2040.20 Employees to be laid off shall be given at least a fourteen (14) calendar day prior notice. Two (2) weeks' pay may be granted in lieu thereof at the discretion of the General Manager.