

### **3. Performance Improvement Plans (PIP)**

At any stage in the disciplinary process, the company may implement a **Performance Improvement Plan (PIP)**. A PIP is a structured tool (usually lasting 30, 60, or 90 days) designed to facilitate a discussion between the employee and their supervisor to address specific deficiencies and set measurable goals.

### **4. Immediate Dismissal (Gross Misconduct)**

Certain behaviors are so serious that they may result in immediate termination without prior warnings. Examples include, but are not limited to:

- Theft, fraud, or dishonesty.
- Physical violence or threats of violence.
- Harassment or discrimination.
- Being under the influence of illegal drugs or alcohol at work.
- Serious safety violations that put others at risk.

### **5. At-Will Employment Disclaimer**

**This policy does not alter the "at-will" status of employment.** Both the employee and the company retain the right to terminate the employment relationship at any time, with or without cause or notice. Nothing in this policy shall be construed as a contract or a guarantee of continued employment.

### **6. Ineligible for Rehire**

A Former Employee shall be designated Ineligible for Rehire if the Former Employee's Separation results from one of the following employment actions:

a. Termination of an Employee, including but not limited to termination based on conduct that involved one or more of the following:

- Gross Misconduct.
- Conviction or adjudication of guilty of a criminal offense or a civil judgment in the course of duties as an Employee in connection with improperly obtaining, attempting to obtain, or performing a governmental action.
- Making false statements during an Investigation.
- Any conduct by the Employee which results in a sustained finding by the County Clerk and/or investigative officer and subsequent termination.
- Insubordination.
- Continued failure to follow Irwin County policies and procedures.

#### **Gross Misconduct**

Certain behaviors are so severe that they warrant immediate termination without going through the progressive steps. These include, but are not limited to: