

7.10 Employee Arrest and Conviction in a Court of Law

Policy:

It is the policy of Licking/Knox Goodwill Industries, Inc. that the arrest or conviction of any employee for breaking a Federal, State, or Local law outside of work may be grounds for suspension or dismissal, depending on the nature of the arrest or conviction as it relates to the position held by the employee.

Procedure:

The CEO/President and/or the Director of Human Resources shall determine the appropriate administrative action to be taken, if any, regarding issues which resulted in the employee's arrest and/or conviction. The violation of any Federal, State or Local Law while at work may be grounds for dismissal depending on the severity of the infraction, the overall status of employee performance and past conduct on the job.

Should contract specifications require, those with a specific conviction(s) will not be permitted to work at that contract site or may be terminated from employment with Licking/Knox Goodwill Industries, Inc.