



## Policy Manual Disclaimer

This Policy Manual is intended to provide general guidance regarding the City of Providence's employment practices, policies, and procedures. It does not create, nor shall it be construed to create, a contract of employment, express or implied, between the City and any employee.

Employees who are **not covered by a collective bargaining agreement** and/or who are **exempt from the City's Personnel System pursuant to the City of Providence Home Rule Charter** are considered **at-will employees**. Such employees may be separated from employment at any time, with or without cause, and with or without notice, subject to applicable law.

Employees covered under the City's Personnel System, as defined by the Home Rule Charter, as well as those covered by applicable collective bargaining agreements, are subject to the terms, conditions, and protections set forth in those governing authorities. In the event of a conflict between this Policy Manual and any applicable collective bargaining agreement, ordinance, Charter provision, or law, the governing authority shall prevail.

This Policy Manual applies to municipal employees unless otherwise specified. It does not supersede the governing provisions applicable to:

- The Providence Public School District (PPSD), and
- Sworn personnel of the Providence Police Department and Providence Fire Department, whose employment is governed by separate statutory, regulatory, and/or collective bargaining frameworks.

The City of Providence reserves the right to interpret, modify, amend, or discontinue any policy, practice, or procedure contained in this Manual at any time, consistent with applicable law and bargaining obligations.

For additional information, clarification, or guidance regarding this Policy Manual or its application, employees should contact the **Department of People and Culture (DPC)**.