

ONEIDA TRIBE OF INDIANS OF WISCONSIN
Human Resource Department

Location:
909 Packerland
Green Bay, WI 54303

Phone: (920)496-7000
<http://www.oneidanation.org/humanresources/>



Mailing Address:
P.O. Box 365
Oneida, WI 54155-0365

Fax: (920)496-7490
Job Line: 1-800-236-7050

Oneida Human Resources Department (HRD) Interpretation: Temporary Employees Terminated for Cause
November 25, 2013

The following two sections of the Oneida Personnel Policies and Procedures are located within the Recruiting & Selection Policies. The first section listed below supports the fact that Temporary employees may be terminated due to a documented cause. The second section listed below addresses the only location within the Oneida Personnel Policies and Procedures defining the word cause.

1. **Section II.C.3.h.**

“Temporary employees that are terminated due to documented cause will have the right to the appeal process as outlined in the personnel policies and procedures.”

2. **Section III.D.2.c.**

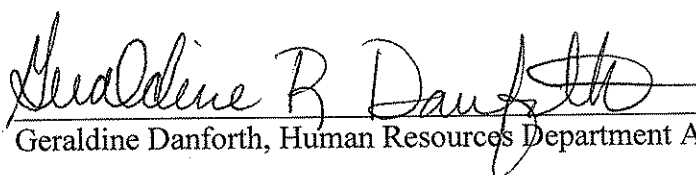
“Probationary employees may be terminated for cause at any time during the probation period. Cause must consist of a violation of policies or the documented inability of the employee to perform the duties and responsibilities of the position. This termination is subject to appeal.”

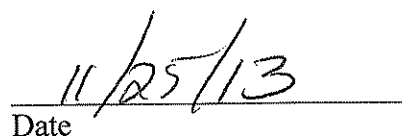
Oneida Appeals Commission, Docket No. 06-AC-037 states, *“With respect to what constitutes cause, the Blue Book states, “Cause must consist of a violation of policies or the documented inability of the employee to perform the duties and responsibilities of the position.” Blue Book, Sec.III,D.2.c. While this section appears in the section for probationary employees, it is reasonable to apply it to non-probationary employees as well.”*

Based on past practice and case law, the wording, *“Temporary Employee Terminated for Cause”* was added to the drop down menu in Part II of the approved Disciplinary Action Form on October 8, 2012.

In order to support past practice, case law and the approved Disciplinary action form, the following HRD interpretation shall apply to all temporary employees of the Oneida Tribe:

1. Temporary employees may be terminated for cause at any time during their employment period.
2. Terminating Temporary and Probationary employees for cause will be handled the same.
3. Temporary employee terminations for cause will be done on the Disciplinary Action Form.
 - a. This does not include separating a temporary employee due to lack of work or separating a temporary employee at the end of their temporary employment period.
 - i. These types of separations will be communicated in writing to the employee & HRD.


Geraldine Danforth, Human Resources Department Area Manager


Date