

① 5/13/22

BILL FOR AN ACT

Relating to the creation and establishing provisions for controlling the execution of all job orders for the Lelu Town Government; and for other purposes.

BE IT ENACTED BY THE 12TH LELU TOWN COUNCIL

1. **SECTION 1. STATEMENT OF INTENT.** This act is intended to effect the requirements needed to
2. execute all job order for the Lelu Town Government.
3. **SECTION 2. REQUISITION FOR JOB ORDERS.** All requisition for job orders must be filled out and
4. turned in to the Lelu Town Secretary office either physically, by phone or e-mail.
5. **SECTION 3. PLACEMENT OF JOB ORDERS.** Other than emergency purposes and prioritized
6. projects called by the Mayor of the Lelu Town Government; and the selection process of job
7. orders are based on first come first serve basis with the availability of assets and work force.
8. **SECTION 4. PAYMENT OF JOB ORDERS.** All payments of job orders must be made as soon as
9. work is completed.
10. **SECTION 5. EQUIPMENT AND SUPPLIES.** All job orders must be completed utilizing LTG
11. equipment and supplies only. Acquiring and renting of equipment or supplies is strictly
12. prohibited for emergency purposes only and must be authorized and signed by the Mayor.
13. **SECTION 6. EMPLOYEES.** The Mayor of the Lelu Town Government shall assign and designate the
14. necessary work force to complete the job. At no point during the process, shall an employee
15. may conduct outside services during his/her working hours or to bring in outside assets to work
16. with if not authorized by the Mayor of the Lelu Town Government.
17. **SECTION 7. EFFECTIVE DATE.** This act shall become effective upon the signature of the Mayor or
18. upon its approval without such signature.
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- 21.
22. Introduced by: CM. Jesse. Sidney

April 28, 2022