

## **Operations Manual**

Governed By: Marketing/Communications	Effective Date: 01/01/2013
Procedure: #4 - Downloading Organizational	Updated Last: 07/18/2017
Chart	
Purpose: To inform staff where they can find an updated Organizational Chart	
Refer to Policy #:	

## Summary:

The organizational chart is a tool used to visually represent the organization of the agency. The chart is maintained in an electronic file and represents the major functions of the agency including program oversight and divisions. The chart is updated monthly.

The Organizational Chart can be found on the Intranet under the Agency Resources section.