

MADISON COUNTY, VIRGINIA PERSONNEL POLICIES MANUAL

PROTECTION OF EMPLOYEE LIABILITY

POLICY NO.	6.1	EFFECTIVE:	01/02/2024
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- A. It is the policy of the County to protect its employees against lawsuits arising out of the performance of their duties. All public employees and officers of the County, when acting within the scope of their employment, are protected from financial loss resulting from a lawsuit or action brought against them.
- B. This policy requires that certain “conditions for protection” must be met to provide an effective defense, namely:
 - 1. The employee must deliver to the County Administrator the original or a copy of any summons, complaint, process, notice, demand or pleading as soon as possible after being served with such document;
 - 2. The employee must provide the County full cooperation in the defense of such action or proceeding; and,
 - 3. The acts complained of against the employee must not have been malicious or a result of gross negligence, fraud, other willful acts or where an employee has been found to have violated County policy.