8E. **Employment References**

All requests for references or recommendations must be directed to the HR Director. No manager, supervisor or employee is authorized to release references for current or former employees. Managers and supervisors are expressly prohibited from providing employment-site "recommendations" or using a website on the internet to discuss a current or former employee's performance or termination of employment.

By policy, Morrow County discloses only the dates of employment and position(s) held of former employees. Former employees who authorize additional disclosures must make a request to do so in writing.