

New Hampshire WIC Policy & Procedure Manual

Chapter 4. ORGANIZATION AND MANAGEMENT

Overview This chapter provides information and instruction on the management of local agency staffing.

In this Chapter This chapter contains 7 policies and 3 attachments, which detail staffing requirements, staff to participant ratios, and local agency disaster planning.

Contents

Policy #	Policy	Page Number
1	Staffing requirements	
2	Staffing ratios	
3	Disaster Planning	
4	Conflict of Interest	
5	Separation of Duties	
6	Notification of Requirements	
7	Single Staff Certifications (SSC)	

	Attachments	
4.4/4.5	Sample Conflict of Interest/Separation of Duties document	
4.7	SSC record review form	
4.7	Unexpected SSC tracking log	