



**OPERATIONS MANUAL
CHAPTER 1
INTRODUCTION**

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CHAPTER 1: INTRODUCTION

Purpose

The purpose of the Operations Manual is to assist Subrecipients, service providers and any relevant operators of SDWP's programs to successfully fulfill contracts and comply with appropriate requirements and standards set forth by SDWP, California Employment Development Department (EDD), the Department of Labor (DOL), and/or other applicable laws and regulations.

Modification

The Operations Manual may be modified by SDWP upon written notice to Operators and Service Providers through Operations Issuances or as by otherwise communicated by SDWP staff.

Binding Effects

Operators or Service providers agree to adhere to the provisions of the Operations Manual, including updates and modifications which may be issued from time to time through operations issuances or other means of communication from SDWP staff.. Any substantial deviation from the requirements herein without the express written permission of the SDWP President and CEO, or his/her designee, shall constitute cause for suspension or termination of the contract.