

HORRY-GEORGETOWN TECHNICAL COLLEGE

# POLICY

Number: 3.2.6  
Title: Payroll Deductions - Permanent/Full-Time Employees  
Authority: Title 59, Chapter 53, Sections 810-860 of the  
1976 Code of Laws of South Carolina, as Amended.  
Responsibility: Vice President, Human Resources and Employee Relations

Original Approval Date: 01-12-1995  
Last Cabinet Review: 01-04-2016  
Last Revision: 01-04-2016

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Chairperson

## DISCLAIMER

**PURSUANT TO SECTION 41-1-110 OF THE CODE OF LAWS OF SC, AS AMENDED, THE LANGUAGE USED IN THIS DOCUMENT DOES NOT CREATE AN EMPLOYMENT CONTRACT BETWEEN THE EMPLOYEE AND THE AGENCY.**

It shall be the policy of Horry-Georgetown Technical College to provide payroll deduction for such benefits as health, dental, accident and cancer insurance programs, retirement tax annuity programs, etc.

In an effort to provide optional payroll deductions, it is necessary that the college limit its number of offerings based on several factors. Therefore, a preliminary analysis of the proposed program(s) will be made by the Cabinet to determine the financial stability of the company, number of comparable programs presently offered and the need for the program. As a rule, the college will require 10 percent (10%) of its employees to participate before payroll deduction may be provided.