**Date Adopted:** 10/08/2020 **Working Instruction Number**:

Revised 8/11/2022 2020-00

**CITY OF AURORA, COLORADO**

**VETERANS AFFAIRS COMMISSION**

**WORKING INSTRUCTION TABLE OF CONTENTS**

**Purpose**: Provides a table of contents for Commission Working Instructions

**Title Number**

**Administration (00)**

Working Instruction Table of Contents 2020-00

Working Instruction Template 2020-01

Annual Working Instruction Review 2020-02

Governing Documents 2020-03

Commissioner Roles and Responsibilities 2021-04

Alternate Member Policy 2022-16

**Personnel (10)**

Commissioner Additional Duties 2020-11

Wearing VAC Shirts and Nametags 2020-12

Selection of Commissioners 2020-13

Violations of Professional Conduct 2020-14

Master Candidate Interview Questions 2021-15

**Operations (20)**

Meetings and Attendance 2020-21

Officers and Election of Officers 2020-22

VAC City Email Box 2020-44

**Financial (30)**

Financial Management 2020-31

Aligning Vac Projects and Funding Needs with The City 2021-32

Budget Process

**Public and Community Affairs (40)**

Use of Official Business Cards 2020-41

VAC Website 2020-42

VAC Publications 2020-43