

FOREWARD AND PREFACE

The Code of Policies is prepared for the assistance of members of the Board of Governors and all other persons interested in the general and permanent policies of the Board.

PURPOSE

The purpose of the Code is to place all general and permanent policies of the Board of Governors into an integrated and comprehensive volume with the topics arranged in logical order and with consistent language. The existence of such a code will make it easier for members of the Board, and those charged with the responsibility to administer the policies, to be familiar with all policies of the Board currently in force, regardless of the dates of their adoption.

ARRANGEMENT

Each chapter in the Code is intended to represent a separate subject as indicated by the title. The chapters are numbered consecutively and are arranged in logical order for easy reference. A listing of the sections within the chapter is shown at the beginning of each chapter. If new chapters become necessary between revised editions of the Code, then such chapters may be inserted in the appropriate location with an "A" following the number of the new chapter. For example, "Chapter 10A" may be added between Chapter 10 and Chapter 11.

NUMBERING

The Code utilizes the numbering system used in the Revised Statutes of Missouri. Under the statutory system, the sections are numbered progressively with Arabic numerals. A progressive rather than a consecutive system is used in order to provide space for the insertion of additional sections within the chapters to accommodate future policies. Generally, the sections are numbered progressively by tens. For example, in Chapter 5 the first three sections are numbered 5.010, 5.020, and 5.030. New sections as necessary may be inserted between the existing sections without changing any of the current numbers. For example, a new section

between 5.010 and 5.020 could be 5.015 or any other number between 5.010 and 5.020, which illustrates the flexibility in the general numbering system. In the case of sections numbered by tens, nine new sections may be inserted between existing sections. Each section number also carries the number of the chapter in which it is found. The chapter number and the section number are separated by a decimal point. When it is recognized that the number to the left of the decimal point is the chapter number, and the number to the right of the decimal point is the section number within that chapter, the system is easily comprehended and utilized.

ANNOTATIONS

Annotations for development of the various sections in the Code are shown at the end of the sections. The "Source" notes include both prior actions by the Board and applicable state and federal laws. "1987 Compilation" notes appear at the end of the sections taken from the 1987 compilation of policies to facilitate location of such policies in the 1987 edition. "Cross reference" notes also are shown at the end of some of the sections to refer the reader to other sections of the Code for related topics. "Appendix" notes also appear at the end of a few sections to call attention to related documents in the appendices of the Code.

INDEX

A rudimentary index for the Code follows the last chapter. Index entries are arranged in alphabetical sequence and have been made as concise as possible to enable rapid scanning of the index.