

DEKALB POLICE DEPARTMENT

Subject: **Unions**

Effective Since: 8-21-03

Revision Effective: 1-1-19

Reference Material: Current FOP and AFSCME Union Agreements

ILEAP Standards Covered: NA

Policy#: **202.1**

Originally Issued As: General Order: NA

FTO Training Task: NA

Page 1 of 2

PURPOSE: Since numerous administrative and procedural matters involving employees are provided for in current union contracts between employees and the City, the purpose of this policy is to acknowledge and recognize the labor unions and current union agreements between employees and the City.

POLICY: It is the policy of the department for employees, supervisory staff, and administration to observe and follow the provisions of the agreements provided for in the current labor contracts between unions and the City. The most current editions of the contracts are posted on the City of DeKalb's website.

DEFINITIONS:

FOP Union: Fraternal Order of Police; for participating police officers assigned as patrol officers, detectives, and Sergeants

AFSCME Union: American Federation of State, County, and Municipal Employees; for participating non-sworn civilian staff members

PROCEDURE:

Numerous administrative and procedural matters involving employees are provided for in current union contracts between employees and the City. To avoid duplication in this manual, such matters are to be referred to in the appropriate current contract.

Non-union exempt personnel have procedures outlined in Chapter 3 of the Municipal Code and further details are available in the City's Personnel Manual.

The following is a partial list of important subjects included in the current union contract(s); the appropriate union contract should be consulted for complete current subject matter:

Residency
Hours of Work
Wages
Overtime
Holidays
Vacations
Sick Leave
Bereavement Leave
Jury Duty
Severance Pay
Disability Pay
Indemnification
Clothing Allowance
Drug & Alcohol Abuse
Canine Officer Agreement

Maternity Leave
Grievance Procedure
Discipline & Discharge
Probation Period
Training Procedures
Medical Insurance
Life Insurance
Drug & Alcohol Abuse Policy
Educational Incentives

Management Rights
Severability
Longevity Incentives

Policy originally issued 8-21-03; this revision becomes effective on 1-1-19 by authority of the Chief of Police .

NOTE: This policy and procedure summarizes the department's position on this specific matter. This policy is for general direction and guidance primarily designed for use by the department's members. This policy is for internal use only and does not create or enlarge an officer's liability in any way. This policy shall not be construed as the creation of a higher

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Page 2 of 2

standard of safety or care in an evidentiary sense, with respect to third party claims. Violations of this policy, if proven, can only form the basis of an internal departmental complaint and then only in a non-judicial administrative setting.