

Chapter 10

COMPENSATION, BENEFITS, AND CONDITIONS OF WORK

10.1 COMPENSATION

Complete and updated information is available to all personnel regarding:

- A. Entry-level salaries;
- B. Salary differential within ranks;
- C. Salary levels for personnel with special skills;
- D. Compensatory time policy;
- E. Overtime policy; and
- F. Fringe benefits.
 - *Copy of FOP contract or collective bargaining agreements.*
 - *Copy of City ordinance*

10.2 LEAVE

Complete and updated information is provided to all personnel regarding:

- A. Administrative Leave
- B. Holiday Leave
- C. Sick Leave; and
- D. Vacation Leave
 - *Copy of FOP contract or collective bargaining agreements.*
 - *Copy of City ordinances.*

10.3 OFF DUTY EMPLOYMENT

If the agency permits employees to engage in off-duty employment, a written directive addresses the following:

- A. Employees must receive agency permission to engage in off-duty employment;
- B. Types of employment in which the employee may not work;
- C. Revocation process regarding employee's off-duty employment;
- D. Establishes the position responsible for overseeing off-duty employment

10.4 INSURANCE/RETIREMENT

Complete and update information is provided to all personnel regarding:

- A. Applicable retirement program(s);
- B. Applicable health insurance program(s);
- C. Applicable disability and death benefits; and
- D. Professional liability protective provided by the agency
 - *Copy of FOP contract or collective bargaining agreements.*
 - *Copy of City ordinances.*
 - *Copy of Liability Insurance Coverage Declaration.*
 - *Employee Assistance Program for employees needing counseling.*

10.5 UNIFORMS/EQUIPMENT

A written directive governs the provision of clothing and equipment used by employees in performing law enforcement functions. Procedure should be in accordance with OSHA regulations

- A. Officers should be furnished protective vests.
- B. Officers will be equipped with a reflective traffic control vest that will be worn for traffic direction and during inclement weather or conditions of low light.
 - *Copy of procedure with above areas highlighted.*
 - *Copy of issued clothing/equipment list.*
- C. If the agency has and utilizes specialized equipment, i.e. Automated External Defibrillators (AED), the agency has:
 - *A written procedure for the equipment use;*
 - *Provided training according to manufacturer's specifications;*
 - *Tests equipment according to manufacturer's specifications*

10.6 MEDICAL EXAMINATIONS

Physical, medical, and psychological examinations required by the agency are provided at no cost to the employee.

- *Copy of City Ordinance.*