

DEPARTMENT GENERAL ORDER 10-07

OFFICE of the CHIEF OF POLICE

DATE: November 9, 2010

TIME CHANGE

I. PURPOSE.

To insure that compensation reflects the actual amount of hours worked during seasonal time adjustments

II. PROCEDURES.

Effective immediately those officers working night watch during the time change from daylight savings to standard time will be compensated for one additional hour. The officer will choose either overtime pay or compensatory time. Those officers working the night watch during the change from standard time to daylight savings will be charged one hour. The officer will choose to use compensatory time, vacation time, or be docked one hour of pay.

BY ORDER OF:

THOMAS J. BYRNE
Chief of Police

TJB:mj