

SPECIAL ORDER



DISTRICT OF COLUMBIA

Subject Sworn Member Scheduling
Number 13-05
Effective Date June 21, 2013
Related to: General Order 206.01 (Time and Attendance)

Effective immediately, Element Commanders/Directors shall designate an official who shall e-mail work schedules, and any changes thereto, to all members in the command **on the same date** that the schedules are posted. Elements must still physically post schedules, and any changes thereto, in a fixed and known location at least fourteen (14) days in advance as required by Article 24 of the FOP/MPD Collective Bargaining Agreement. Schedules are to be emailed **in addition to** the physical posting requirement under the labor agreement.

A handwritten signature in black ink that reads "Cathy L. Lanier".

Cathy L. Lanier
Chief of Police

CLL:PAB:MOC:JC