

**MEMORANDUM OF AGREEMENT**

**BETWEEN**

**THE PORT AUTHORITY OF  
NEW YORK AND NEW JERSEY**

**AND**

**THE PORT AUTHORITY POLICE  
SERGEANTS BENEVOLENT  
ASSOCIATION**

**January 21, 2003 to January 20, 2010**

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## MEMORANDUM OF AGREEMENT

Memorandum of Agreement executed this 12th day of April, 2005, between The Port Authority of New York and New Jersey (the "Port Authority") and the Port Authority Police Sergeants Benevolent Association (the "Association").

### PREAMBLE

WHEREAS, the Port Authority and the Association have negotiated with respect to wages, hours and conditions of employment and other matters relating to the employment of Police Sergeants;

WHEREAS, this Memorandum of Agreement is entered into pursuant to and subject to the provisions of the Port Authority Labor Relations Instruction;

NOW, THEREFORE, it is agreed as follows:

### I. RECOGNITION

1. The term "Police Sergeant" shall mean all persons employed in the position described in Port Authority Job Specification No. 2605 dated September, 1976 and revised June, 1998. It shall also mean all persons employed in the positions described in Port Authority Job specification No. 2606 dated November, 1972, and revised September, 1981 and further revised June, 1998, annexed hereto, and shall include the plural as well as the singular. Reference to the masculine shall include the feminine.

2. The Port Authority recognizes the Association as the sole and exclusive representative of Police Sergeants for the purpose of collective negotiations with respect to rates of pay, hours of work and other terms and conditions of employment.

3. During the term of this Memorandum of Agreement, the Port Authority will not enter into a Memorandum of Agreement with any employee organization other than the Association with respect to the Police Sergeants covered by this Memorandum of Agreement.

4. Upon presentation of a dues checkoff authorization card signed by an individual Police Sergeant, the Port Authority shall deduct from the compensation paid to the individual Police Sergeant such dues and assessments as may be so authorized. The amounts so deducted shall be remitted to the designated Association representative bi-weekly.

5. The Port Authority will provide the Association with a copy of the minutes of the meetings of the Board of Commissioners and Committees thereof adopted after the execution of this Memorandum of Agreement and of all current and future PAIs, APs, PDIs, POIs, OPIs, HRP's and LDDs affecting Port Authority Police Sergeants, such as memoranda from Police Headquarters (formerly known as Police Division), Facility Police Commands, or Consolidated Police Zone Commands prepared for bulletin board posting

or general dissemination to such Police Sergeants. All such memoranda from a Facility Police Command or Consolidated Police Zone Command will also be provided to the Association's Executive Board members assigned to said Facility Police Command or Commands, and if no Executive Board member is so assigned, the memoranda will be provided to the facility delegate.

6. The Port Authority will provide quarterly to the designated Association representative by means of computer disk the dates of birth, current addresses, and the marital and parental status of Police Sergeants who are members of the Association as such information is reflected in the Port Authority files.

7. The material specified in Paragraphs 5 and 6 shall be mailed to the designated Association representative and shall be provided at no cost to the Association. With the exception of office memoranda or similar directives from Police Headquarters, Facility Police Commands, or Consolidated Police Zone Commands, said materials shall be mailed Registered Mail or Certified Mail, Return Receipt Requested.

8. The President of the Association or his designated representative shall have exclusive visitation rights at Port Authority facilities for the purpose of administering this Memorandum of Agreement and for the purposes of recruiting Association membership and of explaining Association services and programs. Such activities shall be limited to reserve rooms, locker rooms and other facility areas reasonably designated by the Facility Police Commanding Officer or his designee and shall not interfere with facility operations. The present practice as to Association recruitment at the Police Academy shall be maintained.

## **II. PAST PRACTICES - PROTECTION OF EXISTING TERMS AND CONDITIONS OF EMPLOYMENT**

1. Unless a contrary intent is specifically expressed in this Memorandum of Agreement, all practices, procedures and policies governing existing terms and conditions of employment of Police Sergeants which are not specifically enumerated or set forth in this Memorandum of Agreement, shall be maintained at not less than the highest standards in effect at the time of execution of this Memorandum of Agreement and, during the term of this Memorandum of Agreement, any such practice, procedure or policy pursuant to any rule, regulation, instruction, directive, memorandum, statute or otherwise and governing an existing term and condition of employment shall not be limited, restricted, impaired, removed or abolished unilaterally.

2. A charge or complaint that the Authority has unilaterally limited, restricted, impaired, removed or abolished such a practice, procedure or policy governing an existing term and condition of employment which is not specifically enumerated or set forth in this Memorandum of Agreement shall not be subject to or processed through the grievance-arbitration procedures referred to in Section XXII of this Memorandum of Agreement.

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3. Nothing herein shall be deemed or construed to waive any rights of The Association or of any Police Sergeant under any Port Authority Labor Relations Instruction in effect during the term of this Memorandum of Agreement.

### III. SALARY RANGES

1. The salary ranges of individuals promoted to the rank of Police Sergeant (Job Specification 2605) before January 1, 1993, will be as shown on the schedule annexed hereto as Appendix "A(1)".

2. The salary ranges of individuals promoted to the rank of Police Sergeant (Job specification 2605) on or after January 1, 1993, but before January 1, 1998, will be as shown on the schedule annexed hereto as Appendix "A(2)".

3. The salary ranges of individuals promoted to the rank of Police Sergeant (Job Specification 2605) on or after January 1, 1998, but before the execution of the Memorandum of Agreement will be as shown on the scheduled annexed hereto as Appendix "A(3)".

4. The salary ranges of individuals promoted to the rank of Police Sergeant (Job Specification 2605) on or after the execution of the Memorandum of Agreement will be shown on the schedule annexed hereto as Appendix "A(4)".


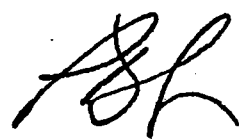
5. The salary ranges of individuals promoted to the rank of Detective Sergeant (Job Specification 2606) before January 1, 1998, who had been promoted to the rank of Police Sergeant (Job Specification 2605) before January 1, 1993, will be as shown on the schedule annexed hereto as Appendix "A(5)".

6. The salary ranges of individuals promoted to the rank of Detective Sergeant (Job Specification 2606) on or after January 1, 1998, but before the execution of the Memorandum of Agreement will be as shown on the schedule annexed hereto as Appendix "A(6)".

7. The salary ranges of individuals promoted to the rank of Detective Sergeant (Job Specification 2606) on or after the Execution of the Memorandum of Agreement will be shown on the schedule annexed hereto as Appendix "A(7)".

8. A Police Sergeant, Job Specification No. 2605, shall not be entitled to receive the salary of a Detective Sergeant, Job Specification No. 2606 for any reason, including but not limited to the performance of any work related to Detectives and/or Police Officers in plainclothes. In the event the Port Authority assigns a Police Sergeant, Job Specification No. 2605, to fill a Detective Sergeant, Job Specification No. 2606 roll call position for an entire eight hour tour of duty in plainclothes, that Police Sergeant, Job Specification No. 2605, shall be entitled to receive for each of the eight hours worked on that tour of duty, in addition to his base salary, an amount determined as follows:

- (i) if the Police Sergeant, Job Specification 2605, is covered by either Appendix "A(1)" or Appendix "A(2)" then he shall be entitled to receive, if on straight time, an amount equal to the difference



between that Police Sergeant's bi-weekly rate of pay under Appendix "A(1)" or "A(2)", as applicable, divided by eighty (80) and the biweekly rate of pay of a Detective Sergeant on Step Two of Appendix "A(5)" divided by eighty (80), or, if on overtime, an amount equal to one and one-half (1 1/2) times the difference between that Police Sergeant's bi-weekly rate of pay under Appendix A(1)" or "A(2), as applicable, divided by eighty (80) and the bi-weekly rate of pay of a Detective Sergeant on Step Two of Appendix A(5)" divided by eighty (80); or

(ii) if the Police Sergeant, Job Specification 2605, is covered by Appendix "A(3)" then he shall be entitled to receive, if on straight time, an amount equal to the difference between that Police Sergeant's bi-weekly rate of pay under Appendix "A(3)" divided by eighty (80) and the bi-weekly rate of pay of a Detective Sergeant on Step One of Appendix "A(5)" divided by eighty (80), or, if on overtime, an amount equal to one and one-half (1 1/2) times the difference between that Police Sergeant's bi-weekly rate of pay under Appendix "A(3)" divided by eighty (80) and the bi-weekly rate of pay of a Detective Sergeant on Step One of Appendix "A(6)" divided by eighty (80).

(iii) If the Police Sergeant, Job Specification 2605, is covered by Appendix "A(4)" then he shall be entitled to receive, if on straight time, an amount equal to the difference between that Police Sergeant's bi-weekly rate of pay under Appendix "A(4)" divided by eighty (80) and the bi-weekly rate of pay of a Detective Sergeant on Step One of Appendix "A(7)" divided by eighty (80), or, if on overtime, an amount equal to one and one-half (1 1/2) times the difference between that Police Sergeant's bi-weekly rate of pay under Appendix "A(4)" divided by eighty (80) and the bi-weekly rate of pay of a Detective Sergeant on Step One of Appendix "A(7)" divided by eighty (80).

9. Effective upon the execution of this Memorandum of Agreement, notwithstanding the language of OPI 20-2X.05, in-grade salary increases (steps) may only be withheld for an individual Police Sergeant during any period in which that Police Sergeant is suspended without pay or administratively suspended. In the event that the Police Sergeant is subsequently reinstated to full duty, the Police Sergeant's payment of full pay for the period of his suspension shall include payment for the in-grade salary increases that were withheld during the period of his suspension.

10. In-grade salary increases shall be administered and processed in accordance with OPI 20-2X.05, dated September 9, 1973, entitled "Pay Plan C In-grade Salary Increases", annexed hereto as Document Q.

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#### IV. LONGEVITY ALLOWANCES

1. Longevity shall be as follows (see Appendices "A(1)", "A(2)", "A(3)", "A(4)", "A (5)", "A(6)" and "A(7)"):

a. Longevity shall be based upon the base salary of the Police Sergeant

b. Commencing on January 21, 2003, longevity shall be:

1% after the completion of 1 year of service;

1.5% after the completion of 2 years of service;

2% after the completion of 3 years of service;

2.5% after the completion of 4 years of service;

3% after the completion of 5 years of service;

3.5 % after the completion of 6 years of service;

4% after the completion of 7 years of service;

4.5% after the completion of 8 years of service;

5% after the completion of 9 years of service;

5.5% after the completion of 10 years of service;

6% after the completion of 11 years of service;

6.5% after the completion of 12 years of service;

7% after the completion of 13 years of service;

7.5% after the completion of 14 years of service;

8% after the completion of 15 years of service;

8.5% after the completion of 16 years of service;

9% after the completion of 17 years of service;

9.5% after the completion of 18 years of service;

10% after the completion of 19 years of service

10.5% after the completion of 20 years of service;

11% after the completion of 21 years of service;

11.5% after the completion of 22 years of service;

12% after the completion of 23 years of service;

12.5% after the completion of 24 years of service;

- 13% after the completion of 25 years of service;
- 13.5% after the completion of 26 years of service;
- 14% after the completion of 27 years of service;
- 14.5% after the completion of 28 years of service; and
- 15% after the completion of 29 years of service and thereafter.

2. Longevity allowances will be paid to a Police Sergeant at one of the rates specified in paragraph 1.b. effective in the bi-weekly pay period in which the individual Police Sergeant completes the stipulated number of years of police service.

3. As used in this Section, and only for the purpose of computing longevity allowances, the term "police service" shall include service performed as a Port Authority police cadet.

#### V. SHIFT DIFFERENTIALS

1. Effective January 21, 2003, each Police Sergeant working a tour of duty commencing on or after 2:00 p.m. and ending on or before 10:00 a.m., shall receive a shift differential premium of 12 ½ per cent (12 ½%) of his base hourly rate.

2. Except as provided by applicable law, shift differential premium shall not be paid for any overtime hours worked by a Police Sergeant, but such premium shall not be withheld by reason of hours worked for which other premiums are paid pursuant to this Memorandum of Agreement.

3. The shift differential paid for working a full tour of duty during the hours specified in Paragraph 1, hereof, shall be computed on the basis of eight hours multiplied by the shift differential hourly premium rate. If a Police Sergeant entitled to a shift differential works less than a full tour of duty, time worked shall be computed to the nearest hour for shift differential purposes. Shift differential payment shall be paid on a bi-weekly basis and shall be included in regular paychecks.

#### VI. PREPARATION TIME ALLOWANCE

1. During the term of this Memorandum of Agreement, each Police Sergeant will receive compensation at overtime rates for fifteen minutes of preparation time for each eight-hour tour of duty in which eight hours or more of actual time worked (exclusive of preparation time) is reflected on his daily time card as "Total Hours Worked". Such preparation time shall be overtime and payment for such time in the form of cash or banked compensatory time shall be in accordance with provisions of Section XIII of this Memorandum of Agreement. Detective Sergeants shall not be entitled to receive preparation time allowance.

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2. All Police Sergeants shall be required during the term of this Memorandum of Agreement to report to work at least fifteen minutes prior to the start of each eight-hour tour of duty to complete preparations in connection with the commencement of such tour. Such preparation time prior to the start of an eight-hour tour shall not be used for change of clothes or wash-ups. Detective Sergeants shall not be required pursuant to this Section VI to report to work fifteen minutes prior to the start of each tour.

## VII. UNIFORMS, UNIFORM ALLOWANCES AND UNIFORM CLEANING ALLOWANCES

1. On the first pay day in July of 2003, 2004, 2005, 2006, 2007, 2008 and 2009, respectively, the annual uniform allowance shall be 3% of the maximum base salary for a Police Sergeant as of January 21, 2003, January 21, 2004, January 21, 2005, January 21, 2006, January 21, 2007, January 21, 2008, and January 21, 2009, respectively, as shown on Appendices "A(1)", "A(2)", "A(3)", "A(4)", "A(5)", "A(6)" and "A(7)" and shall be payable to all eligible Police Sergeants as of the first pay day in July 2003, 2004, 2005, 2006, 2007, 2008, and 2009, respectively.

2. Effective January 21, 2003, the annual uniform allowance paid to Police Sergeants pursuant to Paragraph 1 of this section shall supersede and be inclusive of the following allowance payments formerly received annually by Police Sergeants: uniform, uniform cleaning, safety shoe, safety eye wear, and shooting award allowances.

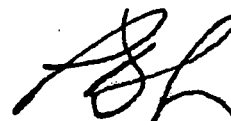
3. The annual uniform allowance for the year 2010 will be renegotiated as part of the next successive Memorandum of Agreement.

4. Except as provided in paragraph 9 hereof, the provisions of PAI 20-4.01 annexed hereto entitled "Uniform Allowances" shall be applicable to Police Sergeants.

5. Police Sergeants shall be eligible for the full annual uniform allowance without regard to the Police Sergeant being on sick or injury-on-duty leave, administrative suspension or working in a restricted capacity of any kind. Payment of the allowance to any Police Sergeant who is suspended without pay shall be made only when the Police Sergeant is placed on administrative suspension or restored to full duty.

6. The Port Authority will continue to issue those items of uniform clothing and equipment currently issued as detailed in PDI 2-10, revised in February, 1973, and subsequently revised with the agreement of the Association as PDI 7-8, dated September, 1981, and further revised with the agreement of the Association dated November, 1983 in addition to the currently issued trousers, police fall jackets, winter overcoat (currently the Spiewak Winter Coat), nameplates and leather holder, Millennium gas mask and radio case. In the event a uniform or equipment item is substituted in lieu of the foregoing items it will be issued to Police Sergeants at no expense.

7. In the event Police Sergeants experiment with a prototype uniform clothing item which eventually becomes a formal part of the uniform, the Police Sergeant testing the new prototype uniform clothing item would be required to purchase the new item but would be charged a prorated cost for the period of time the items were in test status.



8. The costs of uniform or equipment changes for Police Sergeants shall be paid for by the Port Authority.

9. Police Sergeants who retire after receiving a uniform allowance and/or uniform cleaning allowance will not be required to make any repayment to the Port Authority.

10. Upon production by a Police Sergeant of an item of uniform damaged beyond normal wear and tear in the line of duty without fault or negligence of the Police Sergeant, the Port Authority shall reimburse such Police Sergeant for the cost of replacement of such item prorated from the time of purchase by such Police Sergeant against the useful life of the item. In addition, upon production by a Police Sergeant of personal items or proof of loss thereof, which may be by affidavit, consisting exclusively of shoes, eyewear, watches, or insulated garments damaged beyond reasonable wear and tear or lost in the line of duty without fault or negligence on the part of the Police Sergeant, the Port Authority shall reimburse such Police Sergeant for the reasonable cost of replacement or repair of such item up to a maximum of \$100.00 per item.

11. During the term of this Memorandum of Agreement, any new piece of equipment not heretofore issued to Police Officers at the time they are hired which the Port Authority authorizes to be issued to newly hired Police Officers, will also be issued to all Police Sergeants at no cost to them. In addition, the Port Authority will pay the full cost of alterations to a Police Sergeant's uniform necessitated by any such new piece of equipment, or, where alterations are not practicable, the Port Authority will issue uniform clothing items at no cost to the Police Sergeant.

12. The Port Authority Police Uniform Committee shall consist of the designee of the Superintendent of Police, who shall be Chairman, the Planning and Research Lieutenant, and one member each from the Association, the Port Authority Detectives Endowment Association, the Port Authority Police Lieutenants Benevolent Association, three members from Port Authority Police Benevolent Association, Inc., who shall be designated by the respective Association Presidents, and other members designated from time to time by the Superintendent of Police.

13. The Uniform Committee will maintain a continuous program of research into all aspects of police uniforms. The Committee will make recommendations to the Superintendent of Police on:

- a. Uniform standards and specifications;
- b. Adoption of new items of uniforms; and
- c. Maintenance of uniforms.

14. The Port Authority Police Equipment Standards Committee shall consist of the designee of the Superintendent of Police, who shall be Chairman, the Planning and Research Lieutenant, one member each from the Association, the Port Authority Police Lieutenants Benevolent Association, the Port Authority Detectives Endowment Association,

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and three members from the Port Authority Police Benevolent Association, Inc., who shall be designated by the respective Association Presidents.

15. The Police Equipment Standards Committee will hold meetings as needed and will maintain a continuous program of research into all aspects of police equipment, including police lounge, kitchen and locker equipment. The Committee will make recommendations for implementation by the Superintendent of Police on:

- a. Equipment standards and specifications;
- b. Adoption of new items of equipment; and
- c. Maintenance of equipment.

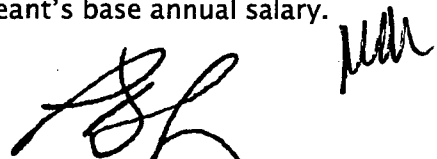
16. The August 30, 1979 Port Authority Memorandum from Superintendent of Police Walter R. Lee to all members of the Force, Subject: Port Authority Police Protective Vest Program shall be deemed included in this Memorandum of Agreement and shall be implemented. In addition, the Port Authority will distribute approximately thirty extra protective vests, at least one at each facility, for use by members of the Police Force on occasions when their own vests are not available. After each use by an individual Police Sergeant, the Port Authority is responsible for cleaning such extra vest.

17. Protective vests issued to Police Sergeants by the Port Authority shall be inspected by an independent outside testing agency chosen by the Port Authority. Such inspections shall be made at time intervals, which are consistent with the recommendation of the manufacturer of the vests. If such inspection establishes that a vest should be replaced or the federal or state government recommends replacement of such vests, it shall be replaced at the sole expense of the Port Authority.

18. Police Sergeants are not required to wear their uniforms while utilizing mass public transportation to travel to and from their facility, court or other similar hearings, nor will they be required to have uniforms in their possession when attending training programs at locations other than their permanently assigned Facility Police Command. Except as provided for in Section XV (4) (g) of this Memorandum of Agreement and when otherwise required to travel in uniform, Police Sergeants may be authorized but shall not be required to use their personal vehicles, for which they will be appropriately reimbursed in accordance with Section XLVIII of this Memorandum of Agreement, or they will be provided with transportation.

### VIII. LIFE INSURANCE

1. During the term of this Memorandum of Agreement, the Port Authority will provide Group Life Insurance for active Police Sergeants identical to the insurance provided by Prudential Insurance Company of America, Inc. group term life insurance policy No. G-10493 in effect as of July 4, 1981. If the Port Authority in its sole discretion chooses to change the provider of such insurance, the coverage which is to be provided shall be no less than that described above. The Port Authority will pay the full premium costs of the Port Authority Group Life Insurance coverage for each active Police Sergeant in an amount of coverage equal to three times the Police Sergeant's base annual salary.

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2. The term "premium costs" as used in the first paragraph of this Section shall mean premium costs established by the insurer, including any increase in such costs, in effect during the term of this Memorandum of Agreement. The term "base annual salary" as used in this Section shall mean the base annual salary of a Police Sergeant during the term of this Memorandum of Agreement as set forth in Appendices "A(1)", "A(2)", "A(3)", "A(4)", "A(5)", "A(6)" or "A(7)", annexed hereto, adjusted to the next highest multiple of \$1,000.00. With each change in base annual salary for a Police Sergeant under the group policy, his Group Life Insurance coverage will be appropriately adjusted.

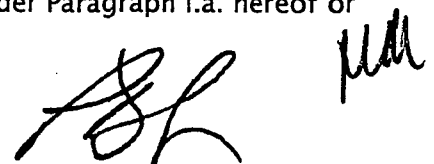
3. Each Police Sergeant shall have the option upon retirement to continue coverage under the Port Authority Extended Group Life Insurance plan up to the amount of such coverage applicable to him at the time of retirement. Any Police Sergeant exercising the option to continue such coverage shall pay for such coverage at the rate or rates applicable to Port Authority managerial and professional employees as shall from time to time be in effect during the period of his retirement (see final order of IP 03-9). The insurance applicable to such Police Sergeant after retirement shall continue without change until such Police Sergeant reaches the age of 65; thereafter, such insurance coverage shall be reduced in the amount of ten percent (10%) of initial retirement coverage per year until upon reaching the age of 71, such Police Sergeant shall retain Port Authority Group Life Insurance coverage in an amount equal to one-third (1/3) of the amount of his coverage at the time of his retirement.

4. A copy of the Port Authority Group Life Insurance policy and riders, if any, covering Police Sergeants, including the number thereof, and the premium costs per month to the Port Authority of such insurance, shall be made available to the designated Association representative when such policy, riders, and premium costs have been finally formulated. Booklets describing such insurance shall be provided by the Port Authority to all Police Sergeants within sixty days from the date of execution of this Memorandum of Agreement.

## **IX. HEALTH INSURANCE**

1.a. Prior to the execution of this Memorandum of Agreement, The Port Authority provided Group Health Insurance (i.e., hospitalization, surgical/medical and major medical benefits) for each active Police Sergeant whose employment as a Police Officer (Job Specification 2600) commenced before July 1, 1999, including sponsored child coverage, identical to the Group Health Insurance provided by Blue Cross and Blue Shield of Greater New York group contract No. GC-1743 in effect as of July 26, 1987 and Prudential Insurance Company of America, Inc. group policy No. G-14910 in effect for managerial employees as of July 26, 1987. The Port Authority paid for each enrolled active member the full premium costs of this insurance.

1.b. Effective July 1, 1999, all Police Sergeants whose employment as a Police Officer (Job Specification 2600) commenced before July 1, 1999 were granted an option between continuing in the group health insurance provided under Paragraph 1.a. hereof or

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enrolling in a Preferred Provider Organization ("PPO") Plan provided by United Healthcare, Group #197512, in effect for managerial employees as of September 1, 1998. For Police Sergeants enrolled in the United Healthcare ("PPO") Plan, the benefits coverage provided by the United Healthcare ("PPO") Plan shall be no less than the group health plan benefits coverage provided in Paragraph 1.a. described above. The Port Authority will pay for each enrolled active member the full premium costs of such alternate program. .

1.c. Police Sergeants whose employment as a Police Officer (Job Specification 2600) commenced on or after July 1, 1999 shall not be eligible for nor covered by the group health plan provided pursuant to Paragraph 1.a. The Port Authority shall provide to Police Sergeants whose employment as a Police Officer (Job Specification 2600) commenced on or after July 1, 1999 health benefits under the Preferred Provider Organization ("PPO") Plan provided by United Healthcare, Group #197512, in effect for managerial employees as of September 1, 1998. For Police Sergeants enrolled in the United Healthcare ("PPO") Plan, the benefits coverage provided by United Healthcare ("PPO") Plan shall be no less than the group health plan benefits coverage provided in Paragraph 1.a. described above. The Port Authority will pay for each enrolled active member the full premium costs of this insurance.

1.d. Effective with the execution of this Memorandum of Agreement, the Port Authority shall provide Group Health Insurance (i.e. hospitalization, surgical/medical and major medical benefits) for each active Police Sergeant, including sponsored child coverage, under the Preferred Provider Organization ("PPO") Plan provided by United Healthcare, Group #197512, in effect for managerial employees as of September 1, 1998. Police Sergeants enrolled in the United Healthcare ("PPO") Plan shall enjoy benefits coverage no less than the group health plan benefits heretofore applicable to Police Sergeants under Paragraphs 1.a., 1.b., and 1.c. described above. If the Port Authority in its sole discretion chooses to change the provider of such insurance, the coverage which is to be provided shall be no less than that provided to active Police Sergeants pursuant to Paragraphs 1.a., 1.b., and 1.c., herein. The Port Authority will pay for each enrolled active member the full premium costs of such insurance.

2. The Port Authority shall provide each active Police Sergeant with the Prescription Drug Plan (National Prescription Administrators - Port Authority Sponsor No. 1395 now being administered by Express Scripts, Sponsor No. 1395) provided by the Port Authority to managerial employees as of May 7, 1998 and such plan shall be the sole and exclusive prescription drug benefit provided to active Police Sergeants. If the Port Authority in its sole discretion chooses to change the provider of such insurance, the coverage which is to be provided shall be no less than that provided above. The Port Authority will pay for each enrolled active member the full premium costs of such plan.

3. The Port Authority shall provide each active Police Sergeant with the Vision Care Plan (National Vision Administrator - Port Authority Sponsor No. 1007) provided by the Port Authority to managerial employees as of October 15, 1999 and such plan shall be the sole and exclusive vision care benefit provided to active Police Sergeants. If the



Port Authority in its sole discretion chooses to change the provider of such insurance, the coverage which is to be provided shall be no less than that described above. The Port Authority will pay for each enrolled active member the full premium costs of such plan.

4. The term "premium costs" as used in the first, second and third paragraphs of this Section shall mean premium costs established by the provider, including any increase in such costs, in effect during the term of this Memorandum of Agreement.

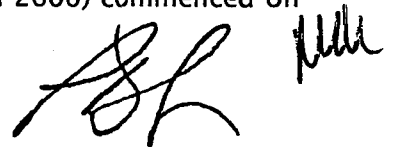
5. During the term of this Memorandum of Agreement, the Port Authority will continue to pay the full cost of providing Port Authority Group Health Insurance for retired Police Sergeants who at the time of their retirement were members of the Port Authority Group Health Insurance Program and, for Police Sergeants who retire on or after June 30, 1998, the Port Authority will also pay for the full cost of providing the prescription drug plan enumerated in paragraph 2 of this Section. For Police Sergeants who retire on or after October 15, 1999, the Port Authority will also pay for the full cost of providing the Vision Care benefit enumerated in Paragraph 3 of this Section. The benefits available to any such retired Police Sergeant shall be those applicable to him at the time of his retirement.

6. A copy of any insurance contract(s), insurance policy(ies), prescription plan(s), vision plan(s), and riders, if any, covering Police Sergeants, including the policy number thereof, and the premium costs per month to the Port Authority of such insurance policy(ies) or plan(s), shall be made available to the designated Association representative when such insurance policy(ies), plan(s), riders and premium costs have been finally formulated. Booklets describing such insurance shall be provided by the Port Authority to all Police Sergeants within sixty days from the date of execution of this Memorandum of Agreement.

## **X. DENTAL INSURANCE**

1.a. The Port Authority shall provide Group Dental Insurance to active Police Sergeants whose employment as a Police Officer (Job Specification 2600) commenced prior to May 1, 2004, identical to the Group Dental Insurance provided by Prudential Insurance Company of America Inc. group contract No. GH-14910 in effect for managerial employees as of January 1, 1985 as modified by the letter agreement dated March 8, 2002, annexed hereto as Appendix "P"; or the Group Dental Benefits identical to those previously provided by the Prudential Insurance Company of America, Inc., group contract No. GH-14910, now being provided by Metropolitan Life Insurance Company (MetLife) Group Number 302043 in effect for Police Sergeants as of October 1, 2003. If the Port Authority in its sole discretion chooses to change the provider of such insurance, the coverage which is to be provided shall be no less than that described above. The Port Authority will pay for each active enrolled Police Sergeant the full premium costs of such insurance.

1.b. The Port Authority shall provide Group Dental Insurance to active Police Sergeants, whose employment as a Police Officer (Job Specification 2600) commenced on

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or after May 1, 2004, identical to the Group Dental Insurance provided by Prudential Insurance Company of America, Inc. group contract No. GH-14910 in effect for managerial employees as of January 1, 1985, as modified by the letter agreement of March 8, 2002, annexed hereto as Appendix "P", or the Group Dental Benefits identical to those previously provided by the Prudential Insurance Company of America, Inc. group contract No. GH-14910, now being provided by Metropolitan Life Insurance Company (Met Life) Group Number 302043 in effect for Police Sergeants as of October 1, 2003, except that the annual maximum benefit per covered person for Restorative Services shall be limited to \$2,000.00. If the Port Authority in its sole discretion chooses to change the provider of such insurance, the coverage which is to be provided shall be no less than that described above. The Port Authority will pay for each active enrolled Police Sergeant the full premium costs of such insurance.

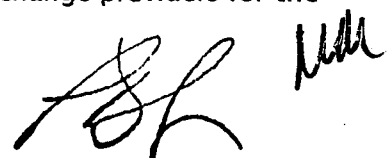
1.c. As an alternative to the Port Authority Group Dental Insurance, Police Sergeants currently enrolled in the Dent-Care Plan will be permitted to continue in that Dent-Care Plan on the same terms and on the same basis as managerial employees with benefits no less than that provided to managerial employees. The Port Authority will pay for each active enrolled Police Sergeant the full premium costs of such insurance. The Port Authority will permit Police Sergeants enrolled in the Dent-Care Plan to change to coverage under the Group Dental Insurance identified in Paragraphs 1.a or 1.b. of this Section on written request from the Police Sergeant at any time. Police Sergeants changing from the Dent-Care Plan to Group Dental coverage under Paragraphs 1.a. or 1.b. of this Section shall not be permitted to return to the Dent-Care Plan.

1.d. In the event the Port Authority improves the Group Dental Insurance benefits provided under Paragraphs 1.a., 1.b. or 1.c. herein for managerial employees during the term of this Memorandum of Agreement, said improvements will be provided to the Association on not less than the most favorable terms provided to Managerial (Service "B") employees.

2. As used in Paragraphs 1.a., 1.b. and 1.c. of this Section, the term "premium costs" shall mean premium costs established by the provider, including any increase in such costs, in effect during the term of this Memorandum of Agreement.

3. During the term of this Memorandum of Agreement, Police Sergeants shall be permitted to carry the Group Dental Insurance or the Dent-Care Plan set forth in Paragraphs 1.a., 1.b. and 1.c. hereof, as the case may be, into retirement, with the retirees paying the cost of the Dent-Care Plan.

4. In the event a Police Sergeant has opted to carry the Group Dental Insurance into retirement, the Port Authority will pay the costs thereof and the benefits available to any such retired Police Sergeant shall be those applicable to him at the time of his retirement. If the Port Authority, in its sole discretion, chooses to change the provider of such insurance, the coverage which is to be provided shall be no less than that provided under the above plan(s) in effect as of the date of execution of this Memorandum of Agreement. If the Port Authority does choose to change providers for the

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above insurance plan(s), then the Port Authority will continue to pay the entire cost of such plan or plans throughout the Police Sergeant's retirement and the benefits available to any such retired Police Sergeant shall be those applicable to him at the time of his retirement.

5. A copy of the Port Authority Group Dental Insurance policy and riders, if any, and the Dent-Care Plan contract covering Port Authority Police Sergeants, including the number thereof, and the premium costs per month to the Port Authority of such insurance or Dent-Care Plan, shall be made available to the designated Association representative when such policy, riders, or contract, and premium costs have been finally formulated. Printed matter describing benefits shall continue to be provided during the annual open enrollment periods and shall describe any plan changes.

## **XI. FUNERAL EXPENSES AND FAMILY BENEFITS**

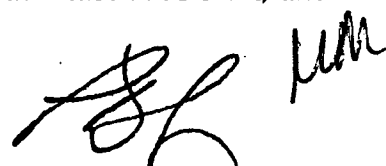
1. In the event a Police Sergeant dies because of an injury received in the line of duty during the actual performance of police service relating to the alleged or actual commission of an unlawful act, or directly resulting from a characteristic hazard of his police duties, as determined by the New York State and local Police and Fire Retirement System, a payment of \$10,000.00 shall be made as a result of such death. The Port Authority shall make such payment to the beneficiary designated by the deceased Police Sergeant to receive his New York State and local Police and Fire Retirement System ordinary death benefit, or if no beneficiary has been so designated, to the beneficiary designated by such Police Sergeant to receive his Port Authority Group Life Insurance benefit, or, if no beneficiary has been so designated, to the estate of the deceased.

2. The surviving spouse and eligible dependents, including children, of any Police Sergeant killed in the line of duty shall be covered under the Port Authority's Group Health Insurance Plans, Group Dental Insurance Plans, Prescription Plans and Vision Plans applicable to such Police Sergeant at the time of his death at the Port Authority's expense until the surviving spouse's death or remarriage.

3. In the event of the repeal of the federal Public Safety Officers' Death Benefits Act (42 U.S.C. §3796) or in the event funds are not available in the event of non-appropriation or otherwise to pay the death benefit provided for therein, the Port Authority will provide an additional payment of \$50,000.00 under the terms of paragraph 1, above, of this Section. The payment referred to in the immediately preceding sentence shall be the amount granted as a death benefit in 42 U.S.C. §3796, as adjusted over time pursuant to 42 U.S.C. §3796, immediately prior to its repeal or the non-appropriation of funds.

## **XII. WORK CHARTS; TOURS OF DUTY; REGULAR DAYS OFF**

1. Each Police Sergeant shall be assigned to a work chart, which shall provide for a minimum of 120 (121 for Police Sergeants assigned to the administrative chart) and a maximum of 123 regular days off (RDO's) per calendar year.

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2. The work charts referred to in Paragraph 1 of this Section have been negotiated with the Association and are annexed hereto as Document "N"\*. Deviations from work charts shall not be permitted without the prior approval of the Association President.\*\*

\* Vacation relief work charts are for Detective Sergeants only and have not been negotiated with the Association and are not annexed hereto but their development and the Association President's approval of such charts shall be in accordance with the provisions of Appendix "K" annexed hereto.

\*\* But see Appendix "K" for vacation relief work charts for Detective Sergeants only.

3. The work charts referred to in Paragraphs 1 and 2 of this Section shall be posted at each Facility Police Command on or before December 1 of each year. \*\*\* The posted work charts for each Facility Police Command will be provided to the Association by certified mail, return receipt requested on or before December 15 of that year.

\*\*\* But see Appendix "K" for vacation relief work charts for Detective Sergeants only.

4. At the end of any calendar year in which a Police Sergeant has received fewer than 120♦ regular days off, the number of regular days off received by such Police Sergeant shall be subtracted from 120♦ and with respect to any resulting day or days he shall receive an additional 12 hours compensatory time or cash payment, at overtime rates, to the extent he has not already received compensatory time or overtime payment with respect to such day or days. (♦121 for Police Sergeants assigned to the administrative chart.)

5. The standards established in this Section XII for work charts shall not preclude any Police Sergeant from being required to work, for such reasons as overtime requirements on any day scheduled in his chart as a regular day off.

6. Personnel may be added to, reduced from or reassigned to any work charts, in accordance with operational requirements, thereby permitting a possible reduction in or additions to the manning levels of squads and positions set forth in said negotiated work charts.

7. If the work charts selected by the Port Authority for use at a Facility Police Command during the next succeeding year are different from those selected for use at that Facility Police Command for the then current year, the selection process and assignment of Police Sergeants in the work charts shall be as set forth herein:

- a. Each Facility Police Command shall make appropriate squad or position assignments in the work charts in accordance with the facility Police Sergeant's request subject to the following: (i) The police Sergeant with the greatest Police Sergeant seniority shall be assigned the selection of his



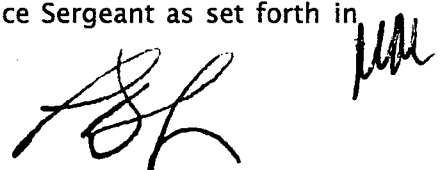
choice for squad or position assignments; (ii) For detail assignments the Police Sergeant with the greatest Police Sergeant seniority shall be assigned the selection of his choice, except upon a showing of demonstrable cause, and so on until the list is exhausted; (iii) Thereafter, any vacancies in either a squad, position or detail assignment shall then be filled by the assignment of the junior Police Sergeant.

- b. If the work charts selected by the Port Authority for use at a Facility Police Command during the next succeeding year are the same as the work charts selected for use at that Facility Police Command for the then current year, the selection process described in Paragraph 7a hereof shall not be implemented at that Facility police Command and there will be no "bumping" by Police Sergeants assigned to that Facility Police Command for squad, position or detail assignments within those work charts.
- c. If a Police Sergeant assigned to a Facility Police Command is involuntarily removed from his squad, position or detail assignment as a result of the decision of the Port Authority to reduce Police Sergeant staffing from any work chart in use at that Facility police Command, then that police Sergeant, and all Police Sergeants assigned to that Facility police Command, if any, who are bumped from their squad, position or detail assignment as a result of that Police Sergeant's selection of a new squad, position or detail assignment, shall have the right to select a squad, position or detail assignment in the same manner as provided in Paragraph 7a hereof.
- d. Seniority shall be defined in accordance with PDI 2-1, dated September 1981, as revised with the agreement of the Association as PDI 2-IC, dated April 1988, and further revised with the agreement of the Association as P.O.1. 2-IC, dated May, 1998, annexed hereto as Document "B".

8. Upon their election or appointment to a vacant office, the Association First Vice president, Second Vice president, Treasurer, Secretary, Sergeant-at-Arms and three Trustees will be assigned to an administrative work chart on a tour of the individual Association Officer's choice. The administrative work charts for these Association Officers will be considered Association work charts and will be separate from the Facility Police Command administrative work charts. Work chart selection by the Association First Vice President, Second Vice President, Treasurer, Secretary, Sergeant-at-Arms and three Trustees of the Association upon completion of their respective terms of office shall be in accordance with Limited Distribution Directive 3-05

### **XIII. OVERTIME; COMPENSATORY TIME**

1. Overtime shall be earned and paid to a Police Sergeant, unless applied to compensatory time purposes as set forth below, at the rate of one and one-half (1-1/2) times the amount computed by dividing by eighty (80) the total of the base bi-weekly salary and the base bi-weekly longevity, payable to such Police Sergeant as set forth in

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the schedules annexed hereto as Appendices "A (1)", "A (2)", "A (3)", "A (4)", "A (5)", "A(6)" or "A(7)", respectively.

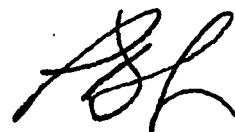
2. Overtime worked shall be applied first to the reduction of any negative compensatory time balance on an hour-for-hour basis, and then to replenish any compensatory time bank up to the hourly maximum designated in accordance with Paragraph 6 hereof.

3. Overtime not applied to compensatory time purposes shall be paid in cash at overtime rates to a Police Sergeant whose eight-hour tour of duty is extended (exclusive of preparation time) either prior to or after any eight-hour tour of duty for all additional time worked by reason of such extension and shall be computed in quarter-hour segments for each full fifteen minutes worked during the term of this Memorandum of Agreement. Compensation or compensatory time credit at overtime rates shall not be provided if, after an early call-in prior to his scheduled eight-hour tour of duty, a police Sergeant is afforded and accepts the option to terminate his tour of duty after eight hours worked (exclusive of preparation time). However, the Police Sergeant shall have the option to continue to work to complete the entire extended tour of duty and receive overtime payment in accordance with this Section.

4. Overtime not applied to compensatory time purposes shall be paid in cash at overtime rates when a Police Sergeant is required to work on a scheduled day off which is not rescheduled at the request of the Police Sergeant or by reason of promotion, reassignment or mandatory attendance at training programs. If such a police Sergeant works a full tour of duty on such regularly scheduled day off, he shall receive payment for such time at overtime rates for eight hours work (exclusive of preparation time). If such a Police Sergeant works more or less than a full tour of duty on such regularly scheduled day off, he shall receive payment at overtime rates for all time worked from the actual commencement of his tour of duty (exclusive of any preparation time), computed in quarter-hour segments for each full fifteen minutes worked during the term of this Memorandum of Agreement. In addition to the above payments, the Police Sergeant shall receive an additional hour's pay at his appropriate hourly base pay for up to eight hours actually worked on a regularly scheduled day off which is either an official police holiday pursuant to Section XVI of this Memorandum of Agreement, or Christmas Eve or New Year's Eve.

5. A police Sergeant required to work on a scheduled day off which is not rescheduled at the request of the Police Sergeant or by reason of promotion, reassignment or mandatory attendance at training programs, or who is called into work between regularly scheduled tours, will be guaranteed four hours work at overtime rates. This guarantee shall not apply to the extension of a scheduled tour of duty either prior to its scheduled commencement or after its scheduled termination. Any such extension shall be considered overtime and be paid at overtime rates as set forth in Paragraph 1 hereof.

6. Each Police Sergeant shall be afforded the option, subject to the provisions of this Paragraph and Paragraph 2 hereof, to accumulate up to four hundred



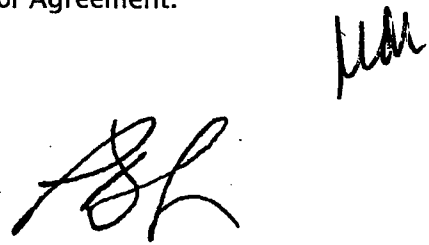
fifty (450) hours in a compensatory time bank in lieu of receiving overtime pay. Each Police Sergeant exercising this option may, but only in the even numbered pay periods of each year, designate or redesignate a maximum number of hours (not to exceed 450 such hours) to be included in his compensatory time bank. Compensatory time not applied to reduce negative compensatory time balances shall accrue at the rate of one and one-half (1-1/2) hours for each one-hour of overtime worked. No compensatory time shall accrue after the designated maximum hourly limitation is reached, and any subsequent overtime shall be paid in cash. If by reason of a redesignation of maximum hours to be banked, the number of hours in a Police Sergeant's compensatory time bank exceeds the new hourly maximum; the Police Sergeant shall receive payment in cash at straight time rates for all hours in excess of the new maximum. Accumulated compensatory time may be taken off in accordance with policies established in Appendix "B" annexed hereto. If for any reason pursuant to Law compensatory time cannot be continued, or upon retirement or other separation, all hours accrued in a Police Sergeant's compensatory bank shall be paid at straight time rates.

7. Except for preparation time allowance if the Police Sergeant is otherwise entitled thereto pursuant to Section VI of this Memorandum of Agreement, no payment at overtime rates shall be made by reason of the mutual exchange of regular days off between Police Sergeants unless overtime is worked in connection therewith. All such mutual exchanges shall be subject to the advance approval of the Facility Police Commanding Officer or his designee and shall not be unreasonably denied.

8. Once a mutual exchange is approved, it shall be treated as a change in schedule and considered as part of his regular work schedule.

9. Police Sergeants who work an additional hour on a tour of duty due to the annual change from daylight savings time to standard time will be compensated for such additional hour at overtime rates. Police Sergeants who work an hour less on a tour of duty due to the annual change from standard time to daylight savings time will have the option to leave at the conclusion of the abbreviated tour and be charged one hour compensatory time, or, remain and work a full eight hours and, in either event, will receive preparation time allowance notwithstanding, provided the Police Sergeant is otherwise entitled thereto pursuant to Section VI of this Memorandum of Agreement.

10. A Police Sergeant assigned to report to a non-Port Authority location or a Facility Police Command other than his assigned Facility Police Command for Port Authority medical examinations and/or training (except for the two Police Academy Airport Crash/Fire/Rescue (CFR) Instructors permanently designated to perform CFR training at JFK Airport) will be compensated at his daily base rate or overtime rate plus mileage reimbursement for travel expense between such non-Port Authority location or a Facility Police Command and his assigned Facility Police Command in accordance with the allowances set forth in Section XLVIII of this Memorandum of Agreement.

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11. Effective August 23, 2004, the maximum hours provisions of the Fair Labor Standards Act (FLSA) became applicable to Sergeants as set forth in the correspondence dated March 15, 2005 from Rosetta Jannotto, annexed hereto. The parties agree to meet and negotiate over all mandatory subjects of bargaining arising out of the applicability of the FLSA to the members of the Sergeants Benevolent Association.

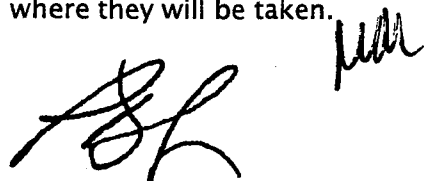
12. Overtime payments shall be made only in circumstances where overtime work is incurred in accordance with existing Public Safety Department (formerly known as Police Division) policy or procedures or where such work is required by authorized Public Safety Department personnel.

13. Any Police Sergeant may be ordered to work overtime under any of the following circumstances: a) failure of essential equipment or systems where there is urgency to restore essential services or systems; or b) conditions resulting from accidents, floods, fires, natural disasters, or other similar emergencies; or c) public functions, VIP arrivals and departures, strikes, picketing or other unusual events; or d) occasions when crowds may gather; or e) threatened or actual adverse weather conditions; or f) any other situation which in the judgment of the authorized person ordering overtime may affect public safety or may endanger persons or property, subject to subsequent review by the Superintendent of Police; or g) participation in annual medical examinations or mandatory training programs; or h) notwithstanding any of the circumstances enumerated in (a) through (g) above, the Superintendent of Police shall have the right to order Police Sergeants to work overtime in establishing minimum staffing and/or manning levels of the Department; or i) notwithstanding any of the circumstances enumerated in (a) through (h) above, the Superintendent of Police shall have the right to order Police Sergeants to work overtime because of their special training or other skills; or j) on a holdover or early call in basis for that Police Sergeant's appearance in court; or k) overtime ordered pursuant to Appendix "I".

14. Prior to the date of execution of this Memorandum of Agreement, voluntary overtime will be in accordance with the procedure set forth in Appendix "I" annexed to the July 21, 1991-January 20, 2003 Memorandum of Agreement between the Port Authority and the Association. Effective on the date of execution of this Memorandum of Agreement, voluntary overtime will be in accordance with the procedure set forth in Appendix "I", annexed hereto.

#### **XIV. MEAL AND RELIEF PERIODS**

The total paid time for meal and relief periods shall not exceed seventy-five (75) minutes in any tour of duty and such periods shall not be unreasonably denied. In accordance with the provisions for meal and relief periods stated herein, the Facility Police Commanding Officer or his designee shall, subject to operating requirements and the availability of adequate facilities for obtaining meals, exercise reasonable discretion to determine when meal and relief periods will be scheduled and where they will be taken.

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**XV. CHANGE IN TOURS OF DUTY AND CHANGE IN FACILITY ASSIGNMENTS**

1. During the term of this Memorandum of Agreement:

a. Regularly scheduled tours of duty as set forth on the work charts described in Section XII of this Memorandum of Agreement shall provide for no less than 13 hours of time off between regularly scheduled consecutive tours of duty (exclusive of preparation time).

b. The starting and ending hours for all regularly scheduled tours of duty described in Paragraph 1a of this Section shall be as follows:

(1) Patrol and Detective Sergeants

(i) Day tours Starting Time -  
6AM and 7AM

(ii) Day Tours Ending Time -  
2PM and 3PM

(iii) Afternoon Tours Starting Time -  
2PM, 3PM and 4PM\*

\*4 PM only applicable to JFK & PABT

(iv) Afternoon Tours Ending Time -  
10PM, 11PM, and 12 Midnight\*

\*12 Midnight only applicable to JFK & PABT

(v) Night Tours Starting Time -  
10PM and 11PM

(vi) Night Tours Ending Time -  
6AM and 7AM

(2) Administrative Sergeants\*\*

(i) Day Tours Starting Time -  
6AM, 7AM, and 8AM

(ii) Day Tours Ending Time -  
2PM, 3PM and 4PM

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- (iii) Afternoon Tours Starting Time -  
2PM, 3PM and 4PM
- (iv) Afternoon Tours ending Time -  
10PM, 11PM and 12 Midnight.

c. Roll calls for each calendar year beginning January 1 will be posted by each Facility Police Commanding Officer on or before the previous December 1, and will fix the starting time of each tour of duty for all Police Sergeants assignments. The Port Authority may alter the starting time for any tour of duty of any Police Sergeant to any starting time provided for that tour in Paragraph 1.b. of this Section. Notice of an alteration shall be given to the Police Sergeant by the end of his immediately preceding tour of duty, except that when a Police Sergeant has one or more days off (e.g., RDO, vacation, compensatory time, sick leave, absence due to injury incurred in the line of duty, personal leave) the Police Sergeant shall telephone toll free his permanently assigned Facility Police Command on the calendar day immediately preceding the day he is to return to work to be advised as to whether the starting time of his next day's regularly scheduled tour of duty will be altered.

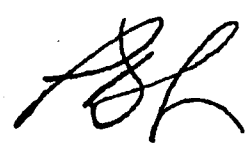
d. Police Sergeant's regularly scheduled tour of duty shall not be altered except under the following conditions:

(i) A Police Sergeant who has failed to qualify with his service weapon shall not be entitled to the payment set forth herein paragraph vi, herein when subsequently assigned to qualify with his service weapon on a tour of duty other than his regularly scheduled tour of duty.

(ii) Ten calendar days notification of a proposed change in the Police Sergeant's regularly scheduled tour of duty is given the Police Sergeant for the purpose of his promotion, his permanent transfer or reassignment, and five calendar

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\*\*Administrative Sergeants are designated as the Administrative Sergeants at the PABT, JFK, LT, CPD and the (2) ACU Sergeants only.



days notification of a proposed change in the Police Sergeant's regularly scheduled tour of duty is given the Police Sergeant for purpose of his appearance in a criminal or civil court or other similar judicial or administrative proceedings, or his participation in a Port Authority training program.

(iii) When the change of the Police Sergeant's regularly scheduled tour of duty is due to failure of essential equipment or systems where there is an urgency to restore essential services, conditions resulting from serious accidents affecting facility operations, floods, fires, disasters or other similar emergencies, VIP arrivals or departures, strikes, picketing, riots, demonstrations, civil disorders, special events that are not a result of normal roll call deficiencies, or other occasions when crowds may gather that are not as a result of normal operations or occurrences and threatened or actual weather conditions which could adversely affect facility operations.

(iv) When a Police Sergeant is absent on sick leave or absent due to injury incurred in the line of duty, then his regularly scheduled tours of duty shall be as follows: his regularly scheduled tour of duty on the first day of such absence shall remain the same; each of his subsequent regularly scheduled tours of duty during the period of such absence which are not day tours shall be deemed changed to day tours (which for purposes of this provision start at 8 a.m. and end at 4 p.m.); he shall return to duty on his regularly scheduled tour of duty on the day he is fit to return to duty. On the day the Police Sergeant is cleared for duty by the Office of Medical Services his day tour shall be deemed to start at 8 a.m. and end at 4 p.m., except, however, the ending time for that day tour shall be modified where necessary to provide for eight hours of time off prior to his next regularly scheduled tour of duty. There shall be the payment of preparation time allowance for the day the Police Sergeant is cleared for duty for each occasion of absence hereunder notwithstanding the shortening of the Police Sergeant's tour for the purpose of providing eight hours of time off prior to his next regularly scheduled tour of duty provided the Police Sergeant is otherwise entitled to receive preparation time allowance pursuant to Section VI of this Memorandum of Agreement. There shall be no change in the Police Sergeant's regularly scheduled days off.

(v) A Police Sergeant who is assigned to jury duty which is of four or more consecutive days duration or a Police Sergeant who is assigned to a training program which is of four or more consecutive days duration shall be placed in a day tour, M-F (SS RDO) work schedule for the entirety of the assignment. If, as a result of that training program assignment or jury duty, any of the Police Sergeant's regularly scheduled days off within the period of that assignment are eliminated, an equal number of days off in place thereof will be scheduled, mutually acceptable to the Police Sergeant and his Commanding Officer, either for the same pay period(s) in which the training program assignment or jury duty takes place or, if that is not practicable, in the pay period immediately succeeding the conclusion of the training program assignment or jury duty.

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(vi) Except as permitted by Section XV Paragraph l.d. (i), (ii), (iii), and (iv) or by Section XVIII Paragraphs 8 and 9, or Section XXXVIII Paragraph 3 of this Memorandum of Agreement, or as provided below, any alteration of a Police Sergeant's regularly scheduled tour of duty shall result in payment to the Police Sergeant of 4 hours of pay at his straight time rate in addition to his regular pay for the full tour.

e. A Police Sergeant who reports for an eight-hour tour of duty altered outside the normal starting and ending times for his regularly scheduled eight-hour tour shall not, after he reports for duty, have his tour re-altered to avoid payment of all or any part of a premium payment to which he is otherwise entitled.

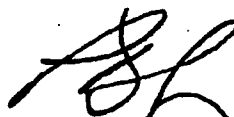
f. Any Police Sergeant whose regularly scheduled tour of duty is changed for the purpose of his appearance in court, during the time he is not required to be in court, may be assigned to perform Police Sergeant duties which he would otherwise be permitted to perform consistent with other Sections of this Memorandum of Agreement. Such assignment, however, can be performed in uniform. Beginning June 30, 1998 and thereafter the immediately preceding sentence shall not be in effect.

2. The Port Authority will provide sleeping accommodations (at a predesignated motel or hotel selected by the Facility Police Commanding Officer) for Police Sergeants whose off-duty time between the end of a work period and the start of the next work period is eight hours or less, except when the Police Sergeant's off duty time between work periods is eight hours or less as a result of a mutual exchange. In addition, the starting time of the second work period shall not be changed within the scheduled starting times permitted by Paragraph 1b (i) through (vi) of this Section to relieve the Port Authority of its obligation to provide sleeping accommodations as provided in this Paragraph 2. A change in the scheduled starting time of the second work period shall occur whenever the second work period commences at any time other than as it appeared on the roll call at the start of the Police Sergeant's last tour of duty, or, if the starting time of the second work period is not established prior to the last tour of duty, it differs from the starting time of the initial work period.

3. In the event a Police Sergeant works from twelve (12) hours to sixteen (16) hours of consecutive overtime, compensatory time and excused time shall be as set forth in Appendix "C".

4. The Port Authority shall not assign any Police Sergeant to work on a regularly scheduled tour of duty at a Facility Police Command other than his permanently assigned Facility Police Command or a Facility Police Command within his consolidated Police Zone except for those conditions set forth below.

a. Police Sergeant's permanently assigned Facility Police Command may be changed for the purposes of his promotion, his permanent transfer or permanent reassignment, or his participation in a Port Authority training program. Such change shall be effective ten calendar days after notification thereof, or five calendar days after notification of participation in a Port Authority training program, is given to the Police Sergeant. In the event the training program notification is canceled, the Police Sergeant



shall remain at his permanently assigned Facility Police Command unless otherwise assigned in accordance with this Memorandum of Agreement.

b. A Police Sergeant may be assigned without advance notice, to work on his regularly scheduled tour of duty at a Facility Police Command other than his permanently assigned Facility Police Command when the assignment is required for his appearance in a criminal or civil court or other similar judicial or administrative proceedings, or due to failure of essential equipment or systems where there is an urgency to restore essential services, conditions resulting from serious accidents affecting facility operations, floods, fires, disasters or other similar emergencies, VIP arrivals or departures, strikes, picketing, riots, demonstrations, civil disorders, or other occasions when crowds may gather that are not as a result of normal operations or occurrences and threatened or actual weather conditions which could adversely affect facility operations.

c. The practice of Police Sergeants reporting for interviews, medicals, testing and administrative meetings shall remain in effect. Mileage or carfare payments, where applicable, shall be made consistent with Section XLVIII of this Memorandum of Agreement.

d. A Police Sergeant who is assigned to a position identified as a "Detail" in Document M of this Memorandum of Agreement may be assigned to any location outside his permanently assigned Facility Police Command to perform the work of his Detail.

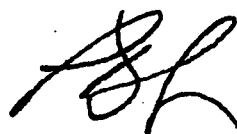
e. A Police Sergeant may be assigned to a Facility Police Command other than his permanently assigned Facility Police Command pursuant to Section XVIII Paragraphs 8 and 9, Section XXVIII Paragraph 8, Appendix "K", Appendix "M" or Appendix "N" of this Memorandum of Agreement.

f. Police Sergeants assigned to PATH may be assigned to cover the Central Police Desk and Police Sergeants assigned to JFKIA may be assigned to cover the Fire School in accordance with the letters of agreement, annexed hereto, dated March 23, 2005 and March 11, 2005, respectively.

g. In addition to the above, a Police Sergeant may be assigned to a Facility Police Command within a contractually designated consolidated Police Zone as follows:

(i) assign senior qualified Police Sergeant(s) who volunteer(s) or  
(ii) assign junior qualified Police Sergeant.  
(iii) such Police Sergeant shall first report to his permanently assigned Facility Police Command to sign on duty.

(iv) Police Sergeants required to work a regularly scheduled tour at a location other than his permanently assigned Facility Police Command shall be provided with a Port Authority Police vehicle when responding to that location irrespective of whether that location is situated within or outside his contractually designated consolidated Police Zone.



(v) No Police Sergeant shall be ordered and/or instructed and/or requested to use his personal vehicle for transportation from his permanently assigned Facility Police Command to any other location.

(vi) Any Police Sergeant required to report to a location other than his permanently assigned Facility Police Command shall return to his permanently assigned Facility Police Command at the end of his regularly scheduled tour to sign off duty.

(vii) In implementation of this procedure the Port Authority may not create an excess Police Sergeant by failing to fill a normal roll call position in order to use the Police Sergeant who would have filled that position to cover a deficiency at another Facility Police Command.

5. Except as permitted by Paragraph 4 of this Section, any assignment of a Police Sergeant employed in the position described in Job Specification 2605 to work during his regularly scheduled tour of duty at other than a Facility Police Command within the Consolidated Police Zone of his permanently assigned Facility Police Command to perform the work of a Facility Police Command which is not within the Consolidated Police Zone of his permanently assigned Facility Police Command shall result in payment to the Police Sergeant of four (4) hours of pay at his straight time rate in addition to his regular pay for each full tour.

No payment shall be made pursuant to this Paragraph 5 to a Police Sergeant:

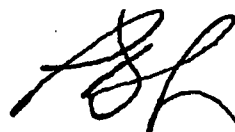
(i) for the performance of work on any tour of duty for which he is compensated at overtime rates, unless the Police Sergeant during the overtime assignment is reassigned to a Facility Police Command outside the Consolidated Police Zone of the Facility Police command to which he was initially assigned to work overtime on that tour of duty and the reassignment is to perform the work of that out-of-zone Facility Police Command and is not made for a condition set forth in Paragraph 4 of this Section;

(ii) for the performance of work associated with his permanently assigned Facility Police Command or with a Facility Police Command within the consolidated Police Zone of his permanently assigned Facility Police Command, regardless of where such work is performed; or

(iii) for the performance of any work at his permanently assigned Facility Police Command.

## **XVI. HOLIDAYS**

1. Police Sergeants will have twelve designated official police holidays and the twelve official police holidays are: New Year's Day, Martin Luther King's Birthday (January 15), Lincoln's Birthday, Washington's Birthday, Easter, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day and Christmas.



2. If as part of his regular work schedule, a Police Sergeant works on an official police holiday (the actual date and not the date of observance, if different from the actual date), he shall receive in addition to his appropriate pay, an additional hour's pay at his appropriate hourly base rate for each hour actually worked for up to eight hours actually worked, exclusive of preparation time.

3. If as part of his regular work schedule, a Police Sergeant works on Christmas Eve or New Year's Eve he shall receive in addition to his appropriate pay, an additional hour's pay at his appropriate hourly base rate for each hour actually worked for up to eight hours actually worked, exclusive of preparation time. Nothing herein shall be deemed or construed to establish either Christmas Eve or New Year's Eve as an official police holiday for any purpose other than the payment of the premium payment set forth in this Section and the premium payment set forth in Section XIII(4) of this Memorandum of Agreement.

4. A Police Sergeant in good standing who is separated for such reasons as reduction in force, death or retirement will be granted his full allowance of fourteen days attributable to twelve official police holidays and two days of personal leave regardless of his termination date for the calendar year in which his services terminate. See letter agreement between the parties dated October 16, 1992, annexed hereto.

## **XVII. VACATION**

1. Annual vacation allowances for Police Sergeants shall be set forth in the Vacation Allowance Table contained in Appendix "D" annexed hereto, and vacation shall be administered in accordance with the policy and procedures set forth in said Appendix "D".
2. If a Police Sergeant is required to work for other than disciplinary reasons on a vacation day and if such vacation day is not rescheduled at the Police Sergeant's request, such Police Sergeant shall be paid at overtime rates.
3. There shall continue to be 28 day annual vacation charts as set forth in Appendix "D", maintaining the existing group assignments (letter and number) and yearly rotation assignments for each individual Police Sergeant.
4. Said vacation charts will guarantee each Police Sergeant with two calendar weeks vacation to be scheduled during a twelve-week summer period ending the Saturday after Labor Day, or during a two week period in the latter part of December encompassing both Christmas and New Year's Day.
5. A Police Sergeant who is permanently transferred to a facility will pick a vacation chart group and number from the vacant vacation charts at the facility for the calendar year following the year in which he is transferred. In the event more than one Police Sergeant is permanently transferred to a facility on the same date, the Police Sergeants will be offered the vacant vacation charts at the facility for the calendar year following the year in which they were transferred in the order of their Port Authority Police



Sergeant seniority. The vacant charts at each facility for the following year shall be posted December 1 of each year. Said vacant vacation charts shall represent a balanced distribution of vacation charts at the facility.

6. Vacation Exchange/Vacation Carryover Program

a. Vacation Exchange

Effective upon the execution of the Memorandum of Agreement, Police Sergeants will be permitted to participate in the Port Authority's Vacation Exchange Program ("Exchange Program") upon the following terms and conditions. Police Sergeants meeting the Exchange Program's eligibility criteria have the option to receive payment for a portion of their annual vacation day allotment spread in equal amounts in each pay period ("Vacation Exchange"). The eligibility criteria are:

1. Police Sergeants who have no absences due to injury incurred in the line of duty ("IOD") or sick leave during the period December 1<sup>st</sup> through November 30<sup>th</sup> of the year prior to election may exchange all but 10 days of the following year's vacation allowance for bi-weekly cash payments.
2. Police Sergeants who have three (3) or less days of IOD or sick leave absences may exchange up to five (5) days for bi-weekly cash payments.
3. Police Sergeants who utilize the Exchange Program must use at least ten (10) vacation days in any year in which the Police Sergeant participates in the Exchange Program.
4. Eligible Police Sergeants who wish to exchange vacation days for bi-weekly payments must make an election before the end of the year. Police Sergeants must submit a written request (on a form to be provided by the Port Authority) to the Commanding Officer of their facility police command who then will verify that all eligibility criteria have been met and will forward approved requests to the Superintendent of Police.

b. Vacation Carryover

1. Police Sergeants shall be permitted to carryover any portion of their annual vacation day allotment up to a total of one year of the Police Sergeant's vacation allotment without limitation. The maximum accumulated vacation carryover permitted pursuant to this paragraph shall be the maximum annual vacation allotment applicable to the affected Police Sergeant. Upon retirement, a Police Sergeant shall be paid for such unused carryover vacation in addition to his unused annual vacation allowance for the year of retirement.



2. In addition to the right to carryover permitted by paragraph 1, Police Sergeants will be permitted to participate in the Port Authority's Vacation Carryover Program ("Carryover Program") upon the following terms and conditions. Police Sergeants meeting the Carryover Program's eligibility criteria have the option to carryover a portion of their annual vacation day allotment without regard to the maximum accumulated vacation carryover limit specified in paragraph 1 ("Vacation Carryover"). The eligibility criteria are:
  - a. Police Sergeants who have no absences due to injury incurred in the line of duty ("IOD") or sick leave during the period December 1<sup>st</sup> through November 30<sup>th</sup> of the year prior to election may carryover up to ten (10) days of the following year's vacation allowance in addition to any carryover permitted by Paragraph 1.
  - b. Police Sergeants who have three (3) or less days of IOD or sick leave absences may carryover up to five (5) days of the following year's vacation allowance in addition to any carryover permitted by Paragraph 1.
  - c. Police Sergeants who utilize the Vacation Carryover Program must use at least ten (10) vacation days in any year in which the Police Sergeant participates in either program.
  - d. Police Sergeants who wish to carryover vacation pursuant to paragraph b(1) or the Carryover Program set forth in paragraph b(2) must notify the Commanding Officer of their facility police command who then will verify that all eligibility criteria have been met and will forward approved requests to the Superintendent of Police.
3. The Police Sergeant's failure to meet eligibility requirements or election not to participate in the Carryover Program shall not affect any vacation carried over from previous years pursuant to paragraph 1 or from earlier participation in the Carryover Program set forth in Paragraph 2.

#### **XVIII. SICK LEAVE**

1. Sick leave policies for Police Sergeants shall be administered as set forth in PAI 20-3.03 revised as of August 16, 1968 and annexed hereto as Appendix "E", and PDI 3-8 revised as of March, 1968 and further revised with the agreement of the Association as PDI 2-9 dated July, 1976 and further revised with the agreement of the Association March, 1988 and further revised with the agreement of the Association, dated June, 1998, annexed hereto as Appendix "F". The schedule of allowances for sick leave shall be as set forth in said PAI 20-3.03.

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2. Notwithstanding Paragraph 1 hereof, any Police Sergeant on sick leave because of an injury incurred in the line of duty prior to June 21, 1988, will receive payment at his base annual salary rate plus longevity and, as per past practice, all applicable benefits, where necessary, for a period or cumulative periods of absences not to exceed one year resulting from such injury.

3. Notwithstanding Paragraph 1 hereof, and effective June 21, 1988:

- a. Any Police Sergeant absent because of an injury incurred in the line of duty on or after June 21, 1988, will receive payment at his base annual salary rate plus longevity and, as per past practice, all applicable benefits, where necessary, for a period or cumulative periods of absences not to exceed two years resulting from such injury.
- b. Any absence due to injury incurred in the line of duty shall not be considered as sick leave but shall be categorized as injury incurred in the line of duty.

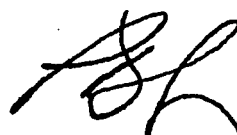
4. Effective upon the execution of this Memorandum of Agreement:

(i) A Police Sergeant who is absent from duty due to an injury incurred in the line of duty shall be carried initially as injured in the line of duty.

(ii) A determination will be made by the Superintendent of Police as to whether a Police Sergeant's absence from duty results from an injury incurred in the line of duty within sixty (60) working days.

(iii) The Superintendent of Police shall issue such determination in writing within sixty (60) working days from the first day of absence allegedly resulting from an injury incurred in the line of duty on or after the date of execution of this Memorandum of Agreement. A copy of the Superintendent's determination will be provided to the Police Sergeant and the Association. Failure on the part of the Police Sergeant to keep an appointment with the Port Authority Office of Medical Services concerning an alleged injury incurred in the line of duty shall be a basis for denial of injury incurred in the line of duty status unless the Police Sergeant can provide to the Office of Medical Services documentation from a physician which establishes that the Police Sergeant was unable to appear for that appointment due to his medical condition.

(iv) Steps One and Two of Appendix "G" annexed to this Memorandum of Agreement shall be waived for disputes concerning any such determination made by the Superintendent of Police. Such disputes shall be referred directly to Step Three: Arbitration of Appendix "G" and the sole issue before the arbitrator shall be whether the absence is to be classified as a sick absence or an absence due to an injury in the line of duty. In any such dispute the grievance must be filed within thirty working days of the receipt of the written determination by the Superintendent of Police. Such grievance shall be filed with the Director of the Labor Relations Department or his designee and the



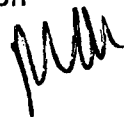
designated representative of the American Arbitration Association as provided under Step Three of Appendix "G" annexed hereto.

(v) Nothing herein alters the requirements concerning the filing of Form PA 360 in existence prior to the date of execution of this Memorandum of Agreement, which requirements shall continue on that date and thereafter.

5. A Police Sergeant who is injured in the line of duty and who is expected, in the opinion of the Port Authority Office of Medical Services (previously the Medical Department), to be absent from duty for a continuous period in excess of one year resulting from such injury, will continue to receive payment at his base annual salary rate plus longevity and, as per past practice, all applicable benefits, where necessary, for a period of absence up to eighteen months if such injury was incurred prior to June 21, 1988, or for a period of absence up to thirty months if such injury was incurred on or after June 21, 1988, provided the Police Sergeant has applied to the New York State and local Police and Fire Retirement System for accidental disability retirement within six months of the date of such injury and has submitted to the Port Authority a written waiver of his right to a medical termination hearing under PAI 20-1.09, dated September 30, 1970, with respect to any disability resulting from such injury in the line of duty. At any time prior to the end of one year of absence related to such injury in the line of duty, the Police Sergeant shall have the right to withdraw his application for accidental disability retirement and his written waiver of his right to a medical termination hearing, in which case the injury on duty benefit shall be governed by Paragraph 2 or Paragraph 3, whichever is applicable of this Section.

6. An absence resulting from an injury incurred in the line of duty requiring time off for treatment, recuperation or rehabilitation shall not be construed as an occasion of sick absence pursuant to PDI 3-8 revised March, 1968 and further revised with the agreement of the Association as PDI 2-9 dated July, 1976 and further revised with the agreement of the Association March, 1988 and further revised with the agreement of the Association, dated June, 1998, annexed hereto as Appendix "F".

7. The first occasion of absence due to each injury incurred in the line of duty shall be excluded under the vacation forfeiture provisions set forth in Attachment "A", Section IV, Paragraph C and D of Appendix "D". In addition, all occasions of absence due to injuries incurred in the line of duty after June 30, 1998 which are exempt from consideration for purposes of repeated and excessive absence discipline under Appendix "L", annexed hereto, and the days of absence of such occasions, shall be exempt from consideration under the above-referenced vacation forfeiture provisions. Vacation days forfeited pursuant to Attachment "A", Section IV, Paragraphs C and D of Appendix "D" shall be taken as follows: absences beginning and ending in a single calendar year shall only have vacation days forfeited from the calendar year in which the absence occurs; absences which begin in one calendar year and continue into a successor calendar year shall have vacation days forfeited based upon the entire period of absence first from the calendar year in which the absence began and, if the Police Sergeant's remaining vacation





allowance for that year is insufficient to satisfy the forfeiture, then the remainder of the forfeiture shall be taken from the calendar year in which the absence ended.

8. A Police Sergeant no longer receiving full pay due to sick leave or injury incurred in the line of duty will be trained for and assigned to one of three authorized Police Sergeant medically restricted duty positions (which may be in any of the Consolidated Police Zones set forth in Section LV (1) of this Memorandum of Agreement) in the chronological order in which he entered reduced pay status, if, at the time of such assignment:

- a. one or more of the three authorized medically restricted positions is not then filled in accordance with this Paragraph 8;
- b. the Port Authority office of Medical Services deems him physically capable of performing the functions of one of the three authorized medically restricted positions which is not then filled;
- c. in the opinion of the Office of Medical Services, he will not be physically capable of returning to full duty for at least forty-five calendar days from the date of entry into reduced pay status, provided he is expected to return to full duty, or, if not expected to return to full duty, files an application for disability retirement with the New York State and Local Police and Fire Retirement System; and
- d. following any training period determined by the Port Authority to be necessary, he is capable of performing the functions of that authorized medically restricted position.

9. Training for such assignment will be given, when practicable, before the Police Sergeant enters reduced pay status. Such assignment shall continue until the Police Sergeant returns to full duty or leaves Port Authority service. None of the payments provided for in Section XV of this Memorandum of Agreement will be earned by such Police Sergeant on restricted duty either as a result of his initial assignment or of his return to full duty following such an assignment consistent with the provisions of Document "C", annexed hereto.

10. A female Police Sergeant who returns to duty on a medically restricted basis following an occasion of sick absence resulting from pregnancy will not be charged with a subsequent occasion of sick absence for such an absence resulting from childbirth.

11. Each Police Sergeant will receive upon separation in good standing at his base bi-weekly salary rate then in effect additional compensation as follows: for each calendar year commencing January, 1972 during which a Police Sergeant has no unexcused absence or absence for reasons of sickness or injury - two days compensation; for each calendar year during which a Police Sergeant has no unexcused absence and not more than five days of absence for reasons of sickness or injury - one day's compensation. Any such absence for part of a day shall be considered absence for an entire day. All occasions of absence due to injuries incurred in the line of duty after June 30, 1998 which



are exempt from consideration for purposes of repeated and excessive absence discipline under Appendix "L", annexed hereto, and the days of absence of such occasions shall not be counted in the calculation of such additional compensation, if any, attributable to the calendar year 1998 or any calendar year thereafter.

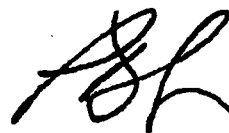
12. The compensation provided for in Paragraph 11 hereof shall be payable with respect to each full calendar year of service as a Police Sergeant and any full calendar year during which a Police Sergeant is promoted to the rank of Police Lieutenant.

13. Each Police Sergeant who requests a copy of medical documents in his Port Authority files shall receive a copy of such documents provided he submits a signed written request therefor to the Office of Medical Services. This right shall not apply to documents subject to applicable Federal or State discovery rules in any Federal or State litigation. In such cases, applicable Federal or State discovery rules shall apply, as determined by the appropriate Federal or State court.

14. In situations in which there is a disagreement between the Port Authority Office of Medical Services (OMS) and a Police Sergeant's treating physician concerning whether a) the Police Sergeant is medically fit to return to full duty, or b) is medically fit to return to duty under a medical restriction, or c) is not medically fit to return either to full duty or under a medical restriction, the OMS shall provide to the Police Sergeant a list of at least three physicians from among whom the Sergeant shall promptly make an appointment for the purpose of obtaining a medical opinion on this issue. If the Police Sergeant requests an additional list of at least three physicians, then the OMS shall provide an additional list to the Police Sergeant, provided that the Police Sergeant makes such request in writing to the OMS within three working days of the Officer's receipt of the first list. The opinion of that physician as to whether a) the Police Sergeant is medically fit to return to full duty, or b) is medically fit to return to duty under a medical restriction, or c) is not medically fit to return either to full duty or under a medical restriction shall be final and binding on the Port Authority, the Police Sergeant and the Association and not subject to the grievance-arbitration procedures of the Memorandum of Agreement.

## **XIX. RETIREMENT**

1. Subject to applicable law, retirement benefits for Police Sergeants shall be those provided by the New York State and Local Police and Fire Retirement System under the programs applicable to Port Authority Police Sergeants pursuant to the New York Retirement and Social Security Law. In addition, the Port Authority shall continue to elect to offer Police Sergeants the program under Section 375-i (with the last year final average salary option under Section 302 (9) (d)) of the New York Retirement and Social Security Law. In addition, the Port Authority shall elect, effective January 1, 1994 or the next legally permissible day if January 1, 1994 is not permissible under the New York Retirement and Social Security Law, to make contributions to the New York State and Local Police and Fire Retirement System for the purpose of providing an additional pension pursuant to Section 384-e of the New York Retirement and Social Security Law.



2. Any longevity, shift differential, premium or other payments (including preparation allowances) made to Police Sergeants pursuant to this Memorandum of Agreement, shall not constitute base salary for the purposes of this Memorandum of Agreement but shall be reported to the New York State and Local Police and Fire Retirement System as compensation for retirement allowance computation purposes to the extent said System includes such payments for retirement allowance computation purposes.

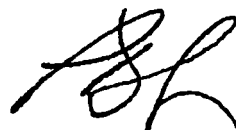
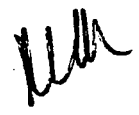
**XX. EMPLOYMENT SECURITY**

1. During the term of this Memorandum of Agreement, no Police Sergeant shall be deprived of his employment as a Port Authority Police Sergeant (a) by reason of the replacement of police with non-police employees (i) on the catwalks at the Holland and Lincoln Tunnels, (ii) on posts numbered 53 and 56 at the Holland Tunnel (as those posts were numbered on October 19, 1974), and (iii) at the emergency garages at the Holland and Lincoln Tunnels and the George Washington Bridge, or (b) by reason of the abolition or modification of the requirements for additional police coverage at John F. Kennedy International Airport, LaGuardia Airport and Newark Liberty International Airport pursuant to Part 107 of the Federal Aviation Regulations and Chapter 12; Part 1542 TSA, Department of Homeland Security Regulations.

2. In addition to the employment security provided in Paragraph 1 hereof, during the term of this Memorandum of Agreement, tenure of employment for Police Sergeants shall be in accordance with the provisions of the Port Authority Tenure of Office Resolution adopted on February 13, 1969. Should separation or demotion become necessary pursuant to said Resolution for other than disciplinary reasons, mental or physical disability, or mandatory retirement, a procedure shall be negotiated between the Port Authority and the Association as soon as practicable after the execution of this Memorandum of Agreement, and such negotiations shall commence within 30 days of such execution. Prior to the completion of such negotiations, the applicable procedure shall be as set forth in paragraph K of Part IV of Document "C" annexed hereto.

**XXI. PROMOTION TO THE RANK OF POLICE LIEUTENANT**

Procedural elements for promotion of Police Sergeants to the rank of Police Lieutenant, if applicable, shall be as set forth in Appendix "J" annexed hereto. Neither this Section nor Appendix "J" shall be subject to the grievance-arbitration procedures provided for in this Memorandum of Agreement. All occasions of absence due to injuries incurred in the line of duty after the date of execution of this Memorandum of Agreement which are exempt from consideration for purposes of repeated and excessive absence discipline under Appendix "L", annexed hereto, and the days of absence of such occasions shall not be used as a criterion for promotion under Appendix "J".



## **XXII. GRIEVANCE ARBITRATION /DISCIPLINARY PROCEDURE**

A grievance-arbitration/disciplinary procedure for processing grievances filed on or after the date of execution of this Memorandum of Agreement with respect to the alleged violation of any provision (other than Paragraph one of Section II, Paragraph fourteen of Section XVIII, Section XXI and Appendix "J" annexed hereto, Section XXIX, Section XXX, Paragraph one of Section XXXIII, the second sentence of paragraph seven of Section XXXIV and Section LII and disputes concerning "Unit Work" and disputes concerning any transfer of a Police Sergeant or denial thereof if the Superintendent of Police declares in writing that such transfer or denial is deemed necessary for the good of the service and sets forth the reason or reasons therefor, which disputes, as set forth in that procedure, shall not be subject to nor processed through that procedure nor submitted to arbitration) of this Memorandum of Agreement is annexed to this Memorandum of Agreement as Appendix "G". The declaration in writing of the reason(s) for a transfer for the good of the service or denial thereof shall be made no later than fourteen days after the effective date of the transfer as established by the Superintendent of Police or the date of denial thereof, as the case may be. The procedure for processing such grievances filed before the execution of this Memorandum of Agreement is annexed to the July 21, 1991- January 20, 2003 Memorandum of Agreement between the Port Authority and the Association as Appendix "G".

## **XXIII. TRANSFERS**

During the term of this Memorandum of Agreement, transfers of Police Sergeants shall be administered in accordance with the procedures set forth in PDI 3-11 revised as of October, 1974, revised with the agreement of the Association as PDI 2-4 dated June, 1980, further revised with the agreement of the Association as PDI 2-4 dated September, 1981, further revised with the agreement of the Association as PDI 2-4, dated April, 1984, further revised with the agreement of the Association as PDI 2-4, dated April, 1988, further revised with the agreement of the Association as PDI 2-4, dated March 8, 1993, further revised with the agreement of the Association as P.O.I. 2-4, dated June 1998, and further revised with the agreement of the Association dated February, 2005 annexed hereto as Document "C."

## **XXIV. EXCUSED ABSENCES AND PERSONAL LEAVE**

Except as provided herein, the excused time policy for Police Sergeants shall be as set forth in PAI 20-3.05, dated August 3, 1967 as revised May 15, 1970, Change Notice No. 63 annexed hereto as Document "V" other than subdivision 10 of paragraph A and paragraphs B and D of Part III thereof.

Excused absences and personal leave shall be as set forth in Appendix "H", annexed hereto.

*AM*

*AS*

## **XXV. LEAVES OF ABSENCE**

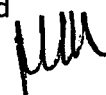
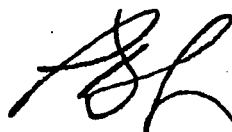
1. The leave of absence policy for Police Sergeants shall be as set forth in PAI 20-3.06 as revised through June 30, 1976, (annexed hereto as Document "D"), except that, notwithstanding any provision of such PAI 20-3.06, a Police Sergeant who has been granted a leave of absence pursuant to such policy on or after June 21, 1988, must be reinstated as a Police Sergeant upon return from such leave, provided the Port Authority Office of Medical Services determines that the Police Sergeant is medically fit to return to duty.

2. The maternity leave of absence policy for Police Sergeants shall be as set forth in PAI 20-3.12, dated August 6, 1981, annexed hereto as Document E, except that an absence on account of pregnancy or on account of maternity leave shall not constitute absences for purposes of establishing "repeated and excessive" absences for disciplinary action. Absences on account of pregnancy or on account of maternity leave shall not be relied upon to enforce vacation forfeiture or the loss of a Retirement Day nor shall such absences be relied upon to deny a training opportunity or a promotion opportunity. In order for a Police Sergeant to avail herself of the foregoing, the Police Sergeant must inform the Absence Control Unit (ACU) or the Office of Medical Services with her notification of absence that the absence is on account of pregnancy.

3. The military leave policy for Police Sergeants shall be as set forth in PAI 20-3.10, dated August 24, 1972, annexed hereto as Document "U" except as modified herein. The aforementioned modifications are as follows: (a) Police Sergeants shall be provided military leave and shall not be required to use other leave, including but not limited to vacation time, personal leave days or compensatory time in lieu of military leave; (b) each Police Sergeant ordered to short term active duty for training shall be paid in connection with such duty the difference between his federally taxable Port Authority pay and one-third of that portion of his federally taxable military pay attributable to days which are that Police Sergeant's regularly scheduled Port Authority work days; and (c) each Police Sergeant ordered to short term inactive duty for training shall be paid in connection with such duty the difference between his federally taxable Port Authority pay and that portion of his federally taxable military pay attributable to days which are that Police Sergeant's regularly scheduled Port Authority work days; and (d) Police Sergeants involuntarily called up to temporary and extended active duty shall receive, for the duration of the leave, salary differential, continuation of health and dental benefits coverage for the employee and his dependents, and continuation of life insurance coverage for the employee at his current level as set forth in Attachment C to Document "U" (Memorandum of Mary Lee Hannell to Joseph J. Seymour dated April 29, 2003).

## **XXVI. SENIORITY**

1. During the term of this Memorandum of Agreement, the seniority policy of the Port Authority with respect to Police Sergeants shall be as set forth in PDI 3-1 revised September, 1962, further revised with the agreement of the Association as PDI 2-1, dated September, 1981, as revised with the agreement of the Association as PDI 2-1C, dated



April, 1988, further revised with the agreement of the Association as P.O.I. 2-1C dated May, 1988, annexed hereto as Document "B".

## **XXVII. DISCIPLINE**

1. During the term of this Memorandum of Agreement, and except as modified herein, the Port Authority's rules governing the conduct of disciplinary investigations shall be as set forth in PDI 3-5 revised January, 1970 and further revised with the agreement of the Association as PDI 2-6 dated July, 1980 and, except as modified herein, the disciplinary procedure applicable to Police Sergeants shall be as set forth in PAI 20-1.10 revised September 30, 1970, annexed hereto as Documents "F" and "G".

2. The modifications referred to in Paragraph 1 of this Section are as follows:

a. No Police Sergeant shall be required, ordered, or requested to submit to pathometer, polygraph or other lie detector tests.

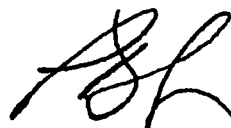
b. A non-criminal disciplinary investigation of a Police Sergeant must be placed in the charge of a person of a non-negotiating unit person of a higher rank who must actively participate in such investigation. No Police Sergeant covered by this Memorandum of Agreement shall participate in any way in the disciplinary investigation of any other Police Sergeant covered by this Memorandum of Agreement.

c. If in the course of an interview between a supervisor and a Police Sergeant it appears that the matter under discussion may result in disciplinary action against the Police Sergeant, he shall have the right to have his Association representative present before the interview proceeds.

d. Disciplinary charges must be filed no more than one year after the Port Authority knows of the alleged commission of the offense charged. A copy of all filed disciplinary charges must be mailed to the president of the Association no later than 14 days after the filing of such charges. A copy of the disciplinary charges must be transmitted to the Office of the Association, addressed to the President of the Association, by certified mail, return receipt requested, and the date of certification shall constitute the date of filing.

e. A disciplinary charge of repeated violations of Port Authority rules and regulations may only be based on prior discipline having been imposed.

f. (i) The compulsory leave without pay maximum penalty which may be imposed pursuant to a hearing in accordance with Paragraph XI of Document G annexed to this Memorandum of Agreement as amended by this Section XXVII shall be ten (10) consecutive calendar days in place of the prior maximum three day penalty. Any lesser compulsory leave without pay penalty imposed must be imposed in consecutive calendar days.



(ii) The compulsory leave without pay maximum penalty which may be imposed pursuant to a hearing in accordance with Step Three of Appendix G annexed to this Memorandum of Agreement on disciplinary charges which seek any disciplinary action enumerated in Paragraph V B of Document G annexed hereto shall be ten (10) consecutive days. Any lesser compulsory leave without pay penalty imposed pursuant to such a hearing must be imposed in consecutive calendar days.

g. With respect to disciplinary charges filed on or after June 30, 1998:

(i) Paragraphs X and XI of Document G annexed to this Memorandum of Agreement shall not be applicable to such disciplinary charges, and all references in Paragraphs V A and B of Document G to said Paragraphs X and XI and to hearings there under shall not be applicable to such disciplinary charges.

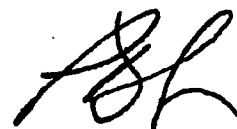
(ii) Paragraphs IX E (3) and (4) of Document G annexed to this Memorandum of Agreement shall not be applicable to such disciplinary charges and in lieu of IX E (3) and (4) the following shall be substituted:

3. In the event that he is of the opinion that any disciplinary action enumerated in Paragraph V A hereof, as amended by Section XXVII of this Memorandum of Agreement is to be sought, he shall submit the charges directly to Step Three of Appendix "G" annexed to this Memorandum of Agreement for handling as provided therein for charges seeking such disciplinary action.

4. In the event that he is of the opinion that any disciplinary action enumerated in Paragraph V B hereof, as amended by Section XXVII of this Memorandum of Agreement is to be sought, he shall submit the charges directly to Step Three of Appendix "G" annexed to this Memorandum of Agreement for handling as provided therein for charges seeking such disciplinary action.

(iii) Such disciplinary charges may be served either personally or by registered mail at the last known address of the Police Sergeant on file with the Port Authority.

(iv) Except as provided in Appendix "O" annexed to this Memorandum of Agreement, the only disciplinary hearing of any kind to which Police Sergeants are entitled in connection with such disciplinary charges which seek any disciplinary action enumerated in paragraph V B of Document G annexed hereto as amended by this Section XXVII shall be that provided for at Step Three of Appendix "G" annexed to this Memorandum of Agreement, and the only disciplinary hearing of any kind to which Police Sergeants are entitled in connection with such disciplinary charges which seek any disciplinary action enumerated in Paragraph V A of Document G annexed hereto as



amended by this Section XXVII shall be that provided for at Step Three of Appendix "C" annexed to this Memorandum of Agreement.

h. The Port Authority shall provide upon request by the charged Police Sergeant or his representative prior to the disciplinary hearing copies of the evidence it intends to present at the hearing, including statements, photographs, recordings and other writings made in the normal course of business but excluding attorney work product. The Port Authority shall provide such discovery no later than twenty-eight days prior to the scheduled hearing date or within ten days of receipt of the request, whichever is later. Failure to provide such discovery by such date shall be a basis for adjournment in the discretion of the person before whom such hearing is to be held, provided that if such discovery is provided within fourteen days of the hearing date it shall be an automatic basis for adjournment if requested.

i. (i) If a Police Sergeant is administratively suspended, disciplinary charges must be filed against the Police Sergeant no later than one hundred and twenty days after the first day of that suspension to continue him on administrative suspension. If the disciplinary charges are not filed within that period, the Police Sergeant shall be removed from administrative suspension no later than the end of the one hundred and twenty day period and he shall receive payment with respect to the period of his administrative suspension in an amount based upon an estimate of missed opportunities to earn overtime during his administrative suspension. The estimate shall be determined as provided in the next paragraph.

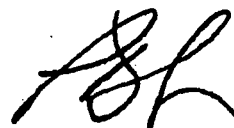
(ii) A Police Sergeant against whom disciplinary charges have been filed and who has been administratively suspended but who has not been dismissed from employment shall receive payment of an amount based on an estimate of his missed opportunities to earn overtime during that administrative suspension. The estimate shall be determined as follows:

First, an initial estimate shall be determined by use of the following formula:

$$\frac{a}{b} = \frac{c}{d}$$

where "a" is the average overtime earned per pay period by the suspended Police Sergeant during the seventy-eight (or the actual number if less than seventy-eight) pay periods immediately prior to the pay period during which his suspension commenced;

"b" is the average overtime earned per pay period per Police Sergeant during those seventy-eight (or the actual number if less than seventy-eight) pay periods at the Police Command to which the suspended police Sergeant was





assigned during that period. If the Police Sergeant was assigned to more than one Police Command during that period, then the average overtime for the period shall be determined by using average overtime earned per Police Sergeant at each Police Command to which the Police Sergeant was assigned during that period for the pay periods he was assigned to that Police Command;

"c" is the initial estimate of the Police Sergeant's missed overtime earned per pay period to be determined, and

"d" is the average overtime earned per pay period per Police Sergeant at the Police Command to which the suspended Police Sergeant is assigned during the same pay periods of the Police Sergeant's administrative suspension.

Upon determination of "c", that amount shall be multiplied by the number of pay periods that the Police Sergeant was on administrative suspension, provided that any pay period during that suspension in which the Police Sergeant was absent due to sickness or injury incurred in the line of duty on at least half of his scheduled work days shall not be used in that multiplication. Then, from that amount shall be subtracted all overtime, if any, earned by the Police Sergeant during the suspension. The resulting balance shall be paid to the Police Sergeant for missed overtime.

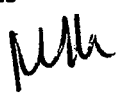
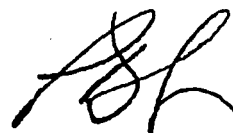
j. If a Police Sergeant who is suspended without pay is changed to administrative suspension or returned to full duty he shall receive payment of his full pay for the period during which he was suspended without pay except payment for missed overtime opportunities. If such Police Sergeant is not dismissed from employment the calculation of missed overtime opportunities shall be made in accordance with the method set forth in paragraph i (ii), above, except that the period of suspension shall include the period during which the Police Sergeant was suspended without pay.

k. A Police Sergeant charged in a disciplinary proceeding shall not be permitted to take personal leave on a day for which a hearing in that disciplinary proceeding is scheduled, provided however, if the person before whom such hearing is to be held grants an adjournment of the hearing scheduled for a particular day, personal leave may be taken on that day.

l. The following shall be substituted for and implemented in lieu of Rule 4 in Document F of this Memorandum of Agreement:

Rule 4. Warnings required in cases of Criminal Investigation or Criminal charges against employee

If an employee is under arrest, or is a subject of a criminal investigation, or there is a substantial likelihood that criminal charges against the employee may result from the investigation, he shall be given a written statement as to the alleged criminal matter(s) under investigation and he shall be warned of his rights as follows:



"I wish to advise you that you are being questioned as part of an official investigation by the Port Authority Police. You will be asked questions specifically directed and narrowly related to the performance of your official duties with respect to the alleged criminal matter(s) under investigation. You are entitled to all the rights and privileges guaranteed by the laws of the State of New York or New Jersey, the constitutions of these states and the Constitution of the United States, including the right not to be compelled to incriminate yourself and the right to have legal counsel present at each and every stage of this investigation.

I further wish to advise you that if you refuse to testify or to answer questions relating to the performance of your official duties with respect to the alleged criminal matter(s) under investigation, you will be subject to Port Authority disciplinary charges which could result in your dismissal from the Port Authority. You have use immunity, that is, if you do answer, neither your statements nor any information or evidence which is gained by reason of such statements may be received in evidence against you in any subsequent criminal proceeding. However, these statements can be used against you in relation to subsequent Port Authority disciplinary charges."

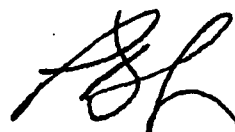
If the employee will be asked questions related to his official duties performed in the State of New Jersey, the Port Authority will obtain a written grant of use immunity with respect thereto from a county prosecutor having jurisdiction prior to asking those questions, and the written grant of use immunity will be shown to the employee.

m. Rule 3. Clarification of Application of PDI 2-6, Rule 3 and General Rule and Regulation Section 9, Rule 3 to interviews of witnesses, in accordance to Document R, annexed hereto. The notice and time off provisions applicable to waivers as set forth in Document S, annexed hereto, shall apply equally to all Rule 3 interviews.

3. The disciplinary standards and penalties with respect to Repeated and Excessive Absence shall be as set forth in Appendix "L", annexed hereto.

4. Counseling of Police Sergeants does not constitute discipline.

5. Effective on the date of execution of this Memorandum of Agreement, any waiver of a disciplinary hearing for minor disciplinary charges as defined in Document G, Paragraph V.B., as amended by Section XXVII of the Memorandum of Agreement executed by a Police Sergeant will be deemed null and void and expunged from the Police Sergeant's personnel files two (2) years after the execution thereof, provided the following conditions are satisfied:



- a. The waiver was executed prior to the date the matter was heard in arbitration; and
- b. The Police Sergeant has not been served with Charges and Specifications and/or Notice of Pending Charges in the two (2) years following the execution of the waiver.

Assuming the aforesaid conditions are satisfied, the Police Sergeant shall submit a request for expungement in writing addressed to the Superintendent of Police and his Commanding Officer identifying the waiver to be removed. All qualifying waivers will be removed within thirty (30) working days of the date that the Police Sergeant submitted the expungement request.

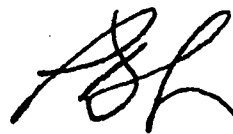
## **XXVIII. JOB DUTIES AND RESPONSIBILITIES**

1. During the term of this Memorandum of Agreement, no Police Sergeant shall, except in emergencies or as provided in this Memorandum of Agreement, be required on a recurring basis to perform duties not contained in Job specification No. 2605 dated September, 1976, or 2606 dated November, 1972 and revised September 1981 annexed hereto, provided that Police Sergeants may be required to perform the duties of Tour Commander at any facility if such position is scheduled to be filled by a Police Sergeant; however, if a Tour Commander position on any tour of duty at any facility is scheduled to be filled by a Police Lieutenant, a Police Sergeant will perform the duties of Tour Commander at the facility in replacement of any Lieutenant only in accordance with the provisions of Paragraph 3 of this Section.

2. Any responsibilities of Police Sergeants with respect to non-police Port Authority personnel or personnel who are not Port Authority employees, including those currently employed, shall be limited to assuring the protection of life and property at Port Authority facilities. However, Police Sergeants may supervise, train, and otherwise administer non-police personnel directly associated with public safety functions.

3. Police Sergeants may only be used to replace absent Police Lieutenants at straight-time Police Sergeant rates for the first day of each absence of a Lieutenant due to a sickness, injury on duty or unplanned personal emergencies such as illness or death in family. In any other instance in which a Police Sergeant is used to fill and assume the responsibilities of a position scheduled to be filled by a Police Lieutenant who is absent, he will receive a premium of one-half his straight time rate for up to eight hours worked in connection with such tour (exclusive of preparation time). Any overtime hours (exclusive of preparation time) voluntarily worked by the Police Sergeant in connection with such tour will be paid for exclusively at his normal overtime rate computed in accordance with Section XIII hereof.

4. Direct supervision of Detectives shall be the exclusive responsibility of Detective Sergeants, Job specification 2606. With respect to special programs or



investigations involving Detectives and/or Police Officers in plainclothes, including matters involving the Port Authority Inspector General's Office or programs or task forces involving outside agencies such as, for example, the U.S. Drug Enforcement Agency or the Newark Auto Task Force, the direct supervision of Detectives and the supervision of Police Officers in plainclothes performed by Detective Sergeants shall be consistent with Appendix "N" annexed hereto.

5. Detective Sergeants, Job Specification 2606, shall be responsible for supervising Police Officers who are assigned to perform duties in plainclothes, provided, however, that Police Sergeants, Job Specification 2605, may be assigned in plainclothes to supervise Police Officers in the Bus Terminal Youth Services Squad, and J.F.K.I.A. Hack Squad. The assignment of Police Sergeants, Job Specification 2605, to supervise Police Officers in the performance of duties in plainclothes shall not entitle them to be paid as Detective Sergeants, Job Specification 2606.

6. Police Sergeants shall continue to be assigned to perform the work of the following positions on each tour that the Port Authority schedules the work to be performed:

- (i) Police Academy Instructor/Firearms Training Unit - One Police Sergeant Position
- (ii) Emergency Services Training - One Police Sergeant Position
- (iii) Fire School - Two Police Sergeant Positions
- (iv) Police Academy Instructor/Firearms Training Unit - One Police Sergeant Position days/afternoons.

Each Police Sergeant, assigned on the effective date of the Execution of this Memorandum of Agreement, to the five positions enumerated above ("current occupant"), shall remain in his position unless he vacates the position. For purposes of this provision "vacates" means:

- 1. Death of current occupant;
- 2. Promotion of current occupant;
- 3. Retirement of current occupant;
- 4. Resignation of current occupant;
- 5. Transfer or permanent reassignment of current occupant;
- 6. Involuntary removal of current occupant as a result of disciplinary action; or
- 7. Involuntary removal of current occupant for "demonstrable cause".

After each current occupant vacates one of these positions the Superintendent of Police shall in his discretion determine which Police Sergeant is assigned to that position. In addition, if the Superintendent of Police in his discretion chooses to assign the performance of any other instructional work to a Police Sergeant, he shall in his discretion determine who is assigned to perform the work and such assignment shall not establish

any right in the Association to claim the work performed as its unit work.

7. All training opportunities will be filled using the following procedures:

- a. Training programs will be announced and posted on all Bulletin Boards.
- b. The announcement shall set forth the nature of the training, and indicate any limitations dealing with the training opportunity or subsequent detail assignment, if applicable.
- c. Any Police Sergeant who is not selected may request in writing the reason that he was not selected for the training, and such request shall be responded to in writing.

8. The parties have also reached the following agreement with respect to the unit work of Police Sergeants to perform the duties of absence control, including sick checks, on all Police Officers and Detectives.

The following Police Sergeant positions, assigned to Police Headquarters, may be assigned to perform sick checks on Police Officers and Detectives assigned to any Facility Police Command without entitlement to payment pursuant to Section XV (5) of this Memorandum of Agreement so long as they report to Police Headquarters at the start of their tour, are provided with a vehicle during a regular tour of duty to perform sick checks and are not denied the opportunity to return to Police Headquarters before going off duty:

## 2 Absence Control Sergeants

In addition to the above positions, the Police Sergeant positions identified below shall have included as part of their responsibilities the performance of the sick checks on Police Officers and Detectives assigned to the respective Facility Police Commands in their respective Consolidated Police Zones. Police Sergeants assigned to these positions shall not be entitled to payment pursuant to Section XV (5) of this Memorandum of Agreement in connection with the performance of the sick check duties of these positions during a regularly scheduled tour of duty provided that the unit work of the Association performed by the Police Sergeants assigned to these positions is not performed by personnel not represented by the Association when these Police Sergeants are absent from these positions, and provided they are provided with a vehicle during a regularly scheduled tour of duty to perform such sick checks during their absence from their Facility Police Command and are not denied the opportunity to return to their Facility Police Command following sick checks before going off duty. The positions so designated are as follows:

JFK	Administrative Sgt.
BT	Administrative Sgt.
LT	Administrative Sgt.

Handwritten signatures in black ink, including a large signature that appears to be 'AOR' and another signature to its right.

CPD Administrative Sgt.  
LGA Construction Sgt.  
CIB (HQ) Det. Sgt.

No Police Sergeant, other than those holding the positions identified above and assigned to an authorized roll call position at the designated Facility Police Command, shall be required to perform sick checks on Police Officers and Detectives assigned to Facility Police Commands outside the Consolidated Police Zone to which the Police Sergeant's permanently assigned Facility Police Command belongs on a regularly scheduled tour of duty without payment pursuant to Section XV (5) of this Memorandum of Agreement.

9. Whenever DWI special enforcement programs are in operation, the direct supervision of Police Officers assigned to said DWI programs is the unit work of the Association. Appropriate arrangements will be made to assign Police Sergeants to perform such unit work, consistent with this Memorandum of Agreement.

10. Police Sergeants shall continue to be assigned to perform the duties of Canine Coordinator.

11. Effective on the date of execution of this Memorandum of Agreement, Police Sergeants will be assigned to perform the duties of the ESU within the Special Operations Division in accordance with Appendix M, Attachment A, annexed hereto.

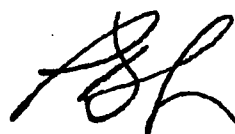
12. Effective on the date of execution of this Memorandum of Agreement, the duties of the Administrative Sergeant assigned to the CPD, shall include the administrative duties associated with SOD.

13. Effective December 1, 2005 a Police Sergeant from the NLIA-Teterboro Facility Police Command Detail shall be assigned to Teterboro Airport in accordance with Appendix "M", Attachment A.

## **XXIX. TRANSFER OF UNIT WORK**

1. Subject to other provisions herein, and except as otherwise set forth in this Agreement, during the term of this Agreement, there will be no further or additional transfer and/or reassignment of unit work currently and heretofore performed by unit employees without negotiations and all other unit work currently and heretofore performed by police Sergeants shall be maintained.

2. The Association has previously negotiated and agreed to the transfer and/or reassignment of unit work, as set forth below, to personnel not in the negotiating unit at the following facilities:



<u>FACILITY</u>	<u>UNIT WORK</u>
LT	Patrol Police Sergeant (2)
HT	Patrol Police Sergeant (3) Administrative Sergeant Duties
GWB	Patrol Police Sergeant (1) Administrative Sergeant Duties
SIB-Teleport	Patrol Police Sergeant (1) Administrative Sergeant Duties
JSTC	CCTV Police Sergeant (1) Grant Sergeant (1)

3. The Association has also negotiated and agreed to the transfer and/or reassignment of unit work, as set forth below, effective on the date of execution of this Memorandum of Agreement, to personnel not in the negotiating unit at the following facilities:

<u>FACILITY</u>	<u>UNIT WORK</u>
WTC	Administrative Sergeant Duties Tour Commander Duties
NYMT	Supervising Commanding Officer Duties
PN-PE	Tour Commander Duties
Police HQ	Manpower Planning Sergeant Duties
Police Academy	All duties other than those currently and heretofore performed by the positions identified in Section XXVIII (6) (i), (ii), (iii) and (iv) of this Memorandum of Agreement

4. The Association has negotiated and agreed to accept as its unit work the assignment of Sergeants to duties and schedules at the GWB, LT, HT, SIB-TELEPORT as follows:

- i. L.T. Administrative Sergeant day tours of duty with Saturday and Sunday as RDO's, Port Authority holidays off, to continue to perform present duties, including present staff duties and may be required to work up to three hours per tour of duty in the A.M. as a LT Patrol Sergeant.
- ii. GWB, LT, HT and SIB-Teleport Patrol Sergeants, day/afternoon tours of duty with Saturday and Sunday as RDO's Port Authority holidays off, to perform Patrol Sergeant duties in accordance with Job Spec




#2605, Document A-1 of the Memorandum of Agreement.

- iii. The Police Sergeant positions in this Section 4 (i) and (ii) shall continue to be replaced in the event of their transfer, promotion and/or retirement or placement in other than their normal roll call position consistent with IP 97-10.
- iv. Patrol Sergeants at the GWB, LT, SIB-Teleport and HT need not be backfilled when they are absent due to vacation, sick leave, training or other excused absences in accordance with Appendix M.
- v. On the night tour seven days a week and on all tours Saturdays, Sundays and Port Authority holidays, the duties of Patrol Sergeant listed above at the GWB, LT, SIB-Teleport and HT may be performed by non-unit police personnel of a higher rank.
- vi. Unit employees may be assigned to perform Patrol Sergeant duties during tours other than those scheduled tours of duty indicated above, provided, however, that no work charts other than those indicated above shall be implemented without negotiations with the Association.

5. All existing and added police Sergeant positions and/or assignments shall be maintained during the term of this Memorandum of Agreement in accordance with the Police Position and/or Assignment List agreed upon between the parties so long as the work being performed continues to be performed by or on behalf of the Port Authority.

6. Except as provided in Section XXVIII (2) of this Memorandum of Agreement, Police Sergeants will not be required or requested to train any non-police officer.

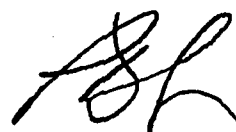
7. The Port Authority will continue to fully and completely provide a tape system on all telephones and on the radio system in all tunnel and bridge facilities.

8. Any orders communicated by civilians at the communications desk to a Police Sergeant must be authorized by the Tour Commander responsible for and assigned at the said crossing.

9. The existing work relationship at the Bus Terminal and the Central Police Desk between the Desk Sergeants and a civilian clerk shall be maintained.

10. Preservation of unit work currently and heretofore performed by unit members which continues to be performed by or on behalf of the Port Authority shall be in accordance with Appendix "M" annexed hereto.

11. The unit work performed by Sergeant Clendening in the Ticket Fraud Unit at KIA has been assigned to the Detective Sergeant responsible for the supervision of Detectives assigned to that unit at KIA, provided, however, that the Association shall have no unit work claim to work in connection with the planning of the use of computers in law enforcement activities, including the development of programs therefor.





12. The duties of Patrol Sergeant at the WTC Facility Police Command and the Port Newark-Port Elizabeth Facility Police Command and NLIA-Teterboro Facility Police Command shall be assigned to Police Sergeants.

### **XXX. UNIT WORK**

All "Unit Work" disputes shall not be subject to the grievance and arbitration provisions of the Agreement but shall be subject to the exclusive jurisdiction of the Port Authority Employment Relations Panel and subject to applicable standards to be determined by the Panel. In this connection, "new facilities" shall mean facilities not listed in Document "M" of the 1985-89 Memorandum of Agreement.

### **XXXI. PERSONAL AND COMMUTATION PASSES**

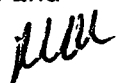
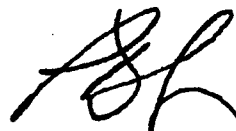
Personal passes and commutation passes for free use of Port Authority tunnel and bridge facilities shall continue to be provided in accordance with PAI 40-1.01 revised December 20, 1973. At any time following the execution of this Memorandum of Agreement, at the Port Authority's sole discretion, the Port Authority may replace this benefit with an E-ZPass based program upon the following terms and conditions:

- A. The number of free passages at Port Authority tunnel and Bridge facilities and the free use of parking lots at Port Authority airports for Police Sergeants shall not be less under the E-ZPass based program than under said PAI 40-1.01.
- B. Until such time as the E-ZPass program is implemented at Port Authority airport parking lots for which free use is provided under said PAI 40-1.01 the Port Authority will continue to make passes available to Police Sergeants for such parking in accordance with said PAI 40-1.01.

### **XXXII. EDUCATION REFUND**

1. During the term of this Memorandum of Agreement, the provisions of Document J annexed hereto will be applicable to Police Sergeants. All increases in the maximum reimbursement rates granted to any other employees will be applicable to Police Sergeants, whether the increased reimbursement is through amendment to the current AP entitled "Tuition Assistance Program" or otherwise.

2. Procedures:
  - a) Tuition Assistance applications will be maintained at each facility police command.
  - b) Applicants shall forward a completed Tuition Assistance application (PA Form 1020, revised August 2004), current school catalogue and



other supporting documents in duplicate to the Applicant's Commanding Officer at least two (2) weeks before the course(s) begins.

- c) The Commanding Officer will review, sign and forward the application to the Department Director or his designee for review.
- d) If, for valid reasons, the Applicant cannot meet the two week deadline, a memorandum explaining the delay must be submitted to the Applicant's Commanding Officer who will also forward it to the Department Director.
- e) The Department Director or his designee will approve or disapprove the application (stating reasons for disapproval) and return PA Form 1020 and documents to the Applicant.

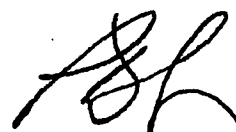
### **XXXIII. DETECTIVE SERGEANTS**

1. All Police Sergeants (Job Specification 2605) who have at least six years of Port Authority police service, at least two years of which is service as a Port Authority Police Sergeant, shall be eligible to be considered for promotion to the rank of Detective Sergeant (Job Specification 2606). Probationary Detective Sergeants must successfully complete a six-month probationary period to be considered permanently promoted.

2. During the term of this Memorandum of Agreement, a Police Sergeant permanently promoted to the rank of Detective Sergeant shall not be involuntarily demoted without just cause. Such demotions by the Superintendent of Police shall be subject to the grievance-arbitration procedure of this Memorandum of Agreement to the same extent as any other grievable provision of this Memorandum of Agreement, except that the grievant may start at Step Two.

3. In the event a Detective Sergeant is required by his Commanding Officer to be on call to respond during off-duty hours, he shall be authorized to utilize a Police vehicle for overnight or weekend usage or, in lieu thereof, he shall be compensated for being on call in accordance with the resolution of American Arbitration Association Case No. 1330-1567-82. The reporting requirements of PAI 15-3.05 shall be adhered to.

4. All Detective Sergeants' positions, including any new positions and assignments, shall be included in Attachment "B" of Appendix "M", annexed hereto, and the work currently and heretofore performed thereby shall be the unit work of the Association. The currently authorized Detective Sergeant positions shall be as set forth in Appendix "N" annexed hereto. Within fifteen days of the date of execution of this Memorandum of Agreement the Port Authority shall offer promotions to the rank of Detective Sergeant to bring the total number of Detective Sergeant positions maintained and filled to at least fifteen. When the number of Police Sergeants who accept the promotion is sufficient to bring the total number of Detective Sergeant positions



maintained and filled to fifteen, then, if the total number of Detective Sergeant positions maintained and filled thereafter falls below fifteen, and remains below a total number of fifteen Detective Sergeant positions for more than thirty calendar days, and until the number of such positions reverts to fifteen, all Detective Sergeant positions shall be treated for purposes of Appendix "M" annexed to this Memorandum of Agreement as if they were identified on Attachment "A" to Appendix "M". However, if the Port Authority offers a promotion to the rank of Detective Sergeant within fifteen days of the date on which the number of such positions falls below fifteen and no Police Sergeant who is eligible to be considered for such promotion accepts the promotion, then all Detective Sergeant positions shall continue to be treated for purposes of Appendix "M" annexed hereto as positions identified in Attachment "B" thereto.

#### **XXXIV. MISCELLANEOUS**

1. During the term of this Memorandum of Agreement, the Port Authority will make reasonable efforts to provide designated free parking areas where Police Sergeants may park their personal vehicles while on duty at a facility. The Port Authority will reimburse Police Sergeants assigned to or required to be at Journal Square Transportation Center (including training) for the cost of parking on an around the clock basis. While on duty, Police Sergeants assigned to in-service training at the Journal Square Transportation Center or the World Trade Center or involuntarily assigned to or required to be at the World Trade Center will be reimbursed for the cost of parking either at the Journal Square Transportation Center or the World Trade Center at the Police Sergeant's option; provided, however, that if a Police Sergeant opts to park at the World Trade Center, no reimbursement will be made for parking if space is available in the designated free parking area for the World Trade Center Facility Police Command. No such space shall be provided if provision of such space is not practicable by reason of additional cost to the Authority, or because of use of areas by other persons or for other purposes. The President of the Association or his designee shall be authorized to park his personal vehicle in available space at any such designated police employee parking area. All other existing areas and practices for Police Sergeant parking in existence prior to this Memorandum of Agreement shall be maintained during the term of this Memorandum of Agreement so long as such areas are used for parking purposes.

2. The Port Authority will continue to provide for air conditioning and electronic sirens to be installed in all new assigned police cars. Copies of lists of supplementary equipment to be carried in assigned police cars shall be forwarded to the Association.

3. During the term of this Memorandum of Agreement, the Port Authority's policy with respect to stand-by time, call-ins and carfare allowances shall be as set forth in Information Bulletin No. 11, dated March 3, 1965, annexed hereto.

4. During the term of this Memorandum of Agreement, the Port Authority's existing policies with respect to service, safety, and medal awards for Police Sergeants



shall continue to be maintained. (See letter dated May 28, 1998, annexed hereto).

5. Outdoor training of Police Sergeants shall be canceled in the event temperatures fall below 25 degrees Fahrenheit. The supervisor in charge of the training may also cancel training when other inclement weather conditions adversely affect the training exercise. If training is canceled after the Police Sergeants involved have reported for duty, they will not be reassigned to another tour on that day.

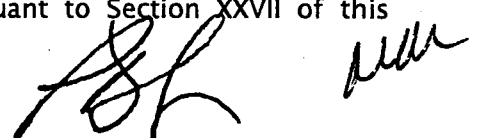
6. Upon request, appropriate staff personnel from the Human Resources Department will be available to meet with the joint executive boards of the Association, the Port Authority Police Benevolent Association, Inc., the Port Authority Police Lieutenants Benevolent Association and the Port Authority Detectives Endowment Association to discuss benefit coverage or other similar programs available to police personnel.

7. A maximum of four hours compensation at overtime rates shall be paid for each initial off-duty enforcement action leading to an arrest to cover the arrest and booking process. All other off-duty police related activities including but not limited to rescue functions shall be covered by all benefits outlined in the Memorandum of Agreement. The Superintendent of Police will determine whether the actions were appropriate police actions and therefore compensable under the second sentence of this paragraph and his decision is not subject to the grievance-arbitration procedures provided for in this Memorandum of Agreement.

8. Any provision of this Memorandum of Agreement requiring State or Federal legislative action to permit its implementation by amendment of law shall not be effective until the appropriate State bodies or Federal body have acted.

9. Effective on the first day of April, 1998, the Port Authority may implement a retrospective payroll system upon the following terms and conditions. On the pay date in which the Port Authority determines to implement this program, each Police Sergeant on payroll as of that pay date will receive an amount equal to his base salary and longevity for that two week period, as well as any premium payments due him from the preceding pay period. The payment, equal to his base salary and longevity during this implementation pay period, will be reported to the New York State and Local Police and Fire Retirement System. In the next succeeding pay period, each Police Sergeant will receive a pay check representing the payment of his base salary, longevity and premium payments earned during the previous pay period, and the payroll system will thereafter function retrospectively for the remainder of the Police Sergeant's Port Authority employment, except for Police Sergeants whose Port Authority employment is terminated for any reason within one year of this payment. For any police Sergeant whose Port Authority employment is terminated for any reason within one year of this payment, this payment shall be considered payment toward the base salary and longevity that would otherwise be owed to him in his final pay period.

10. A Police Sergeant shall be "in good standing" under this Agreement unless the Police Sergeant is terminated for cause pursuant to Section XXVII of this

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Agreement as a result of disciplinary charges pending due to the Police Sergeant being arrested, indicted or receiving a positive drug test conducted pursuant to Appendix "O" of this Agreement.

11. Right to Reopen: In the event the Port Authority negotiates with another Police Union contractual language or benefits greater than those provided for under this Memorandum of Agreement, then the Association shall have the option to reopen negotiations with respect to that language or benefit(s).

12. Except as provided for in Paragraph 11, above, negotiations between the Port Authority and the Association with respect to a successor Memorandum of Agreement shall commence on or before March 1, 2009.

### **XXXV. LABOR MANAGEMENT COMMITTEE**

1. The existing labor-management committee consisting of representatives of the Port Authority and the Association shall continue in effect.

2. The function of this committee shall be to facilitate communication between the parties to promote a climate conducive to constructive employee relations, to recommend resolutions of employee relations problems which may arise in the administration of this Memorandum of Agreement and to discuss other matters of mutual interest.

3. The committee will meet at mutually acceptable times and places, with either party having the right to request a meeting. Requests for meetings should be made at least a week in advance with the requesting party submitting an agenda of the topics for discussion. The size of the committee may vary according to the topics to be discussed and shall be limited to the least number of representatives from each party needed to accomplish the business at hand.

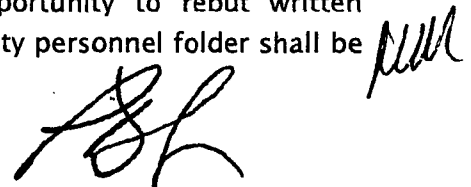
4. Nothing contained in this Section is intended to restrict in any way the normal informal discussion and resolution of problems by Port Authority and Association representatives.

### **XXXVI. ENLARGEMENT OF NEGOTIATING UNIT**

The Port Authority agrees to permit the creation of, and to recognize in accordance with Section XII of the Port Authority Labor Relations Instruction, a single negotiating unit comprised of the negotiating units presently represented by the Association and by the Port Authority Police Lieutenants Benevolent Association ("LBA"), at such time as the Association and the LBA jointly notify the Port Authority in writing of their merger and request recognition as exclusive representative of the merged negotiating unit.

### **XXXVII. PERSONAL FILES**

1. During the term of this Memorandum of Agreement, the Port Authority's policy with respect to a Police Sergeant's opportunity to rebut written derogatory information or statements to be placed in his facility personnel folder shall be

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as set forth in Information Bulletin No. 34, dated July 22, 1968, as amended through negotiation with the Association and as set forth herein, in Paragraph 2. Time limits for removal of derogatory incident reports including late complaints from a Police Sergeant's personal files shall apply to counseling letters and other similar documents. A Police Sergeant shall acknowledge receipt of counseling letters and other similar documents, and shall have the right to have his Association representative present at all counseling sessions.

2. The amended portion of Information Bulletin No. 34, shall read:

Every employee is entitled to the opportunity to rebut any written derogatory information or statements placed in his personal files. Prior to a memorandum containing such derogatory information or statements being placed into the personal files of an employee, a copy will be given to the employee for his information. If he so desires, he may write a statement in rebuttal of any allegations and this material will be attached to the written material prior to it being placed in the employee's personal files.

3. In any situation in which an employee is found not guilty or in which such complaint has been determined to be unfounded, such complaint or charge, if any, in the personal files of the employee will be removed and destroyed.

4. When an employee has been charged with a departmental violation and the final disposition of the charge is other than "Guilty", the record of the case will be removed from the employee's personal files immediately upon final disposition and destroyed.

5. Employees and/or their representatives, with the employee's written permission may examine all of their own personal folders by making arrangements in advance with appropriate personnel. Documents may not be removed but copies may be made, if necessary.

### **XXXVIII. ASSOCIATION BUSINESS**

1. Time off for Association representatives to conduct Association business and for purposes of employee representation shall be granted in accordance with the provisions of Limited Distribution Directive LDD 3-05, as amended through negotiations with the Association and dated April 12, 2005.

2. During the term of this Memorandum of Agreement, the present Association office space and utilities at the George Washington Bridge shall be provided at no cost to the Association.

3. Any of the Association Executive Board Members, not to exceed ten, whose regularly scheduled tour of duty on the date of an Association Executive Board meeting, not to exceed twenty in a calendar year, is the afternoon tour shall have his regularly scheduled tour of duty changed to the day tour of the day of that meeting without any payment of schedule change premium.

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4. Effective January 21, 2003, the Association shall be permitted to request emergency excused time with pay and benefits for any member of the Executive Board to respond to a Police Sergeant's medical or psychological emergency, criminal investigation or arrest by an outside law enforcement agency, or other similar emergent incident. This request may be made by the President of the Association (or his designee) directly to any Facility Police Commanding Officer or Tour Commander. Upon receiving such a request, the Port Authority will immediately release a member of the Executive Board chosen by the President (or his designee) who is then on-duty to respond to the emergent incident.

5. Effective on January 21, 2003 and on each January 21<sup>st</sup> thereafter, the Port Authority shall make a contribution of \$15,000.00 to the Association's Welfare Fund, which is to be used to defray the costs of providing benefits to Police Sergeants.

**XXXIX. PROHIBITION OF EMPLOYERS SOLICITATION**

Neither the Port Authority nor its agents shall solicit the employee, either individually or collectively, in regard to any charity or fund.

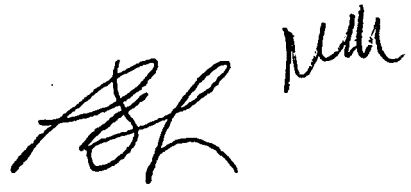
**XL. PRE-RETIREMENT PROGRAM**

The Port Authority shall establish a pre-retirement program formulated to meet the needs and objectives of retiring police personnel. Employees may enroll in this program within one year of their prospective retirement and each employee may do so only once. The program will be run during normal office hours and employees will be granted excused time to attend this program when their work schedule conflicts with the scheduled program.

**XLI. PAYCHECKS**

1. The Port Authority shall provide paychecks to employees on Friday paydays by 3:00 p.m. The Port Authority shall continue to issue checks on an early distribution basis and on an advance basis for vacations or days off. In the event a check is lost through no fault of the employee, a voucher check will be drawn to provide him with his basic bi-weekly salary. Checks will continue to be distributed to the individual employee's Facility Police Command. All other current paycheck practices will remain in effect, except that in the event the paycheck is not provided to an employee by 3:00 p.m. on Friday, he shall receive two hours of straight-time pay if it is necessary for him to stand by or report to the facility in order to receive the check.

2. Police Sergeants shall be permitted to exercise the option to participate in the direct payroll deposit system provided to Port Authority managerial, administrative and clerical employees on the same basis as such employees. Should either the Port Authority or the provider of such system decide, for any reason, to terminate that system for Port Authority managerial, administrative and clerical employees, then it will be terminated for Police Sergeants.

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**XLII. SAFETY AND HEALTH STANDARDS**

1. The Port Authority represents that it attempts to conform with and that it does basically conform with the occupational Health and Safety standards promulgated by OSHA.

2. If it is established that the Port Authority does not basically conform with OSHA standards, the Port Authority will make every good faith effort to come into conformance.

**XLIII. PRIVATE ROOM INJURIES**

A Police Sergeant who is injured in the line or performance of duty as a result of being the victim of a criminal assault shall be provided by the Port Authority with a private hospital room, if one is available, and, if there is reason for fear for the safety of the employee, a Police Sergeant guard.

**XLIV. SERVICE AND PERSONAL WEAPONS**

The carrying and storage of weapons on and off duty shall be in accordance with PDI 7-1, revised September 1, 1981 with the agreement of the Association and further revised with the agreement of the Association, dated September, 1983. Notwithstanding any other provisions in this Memorandum of Agreement, the service handgun shall be a 9mm, semi-automatic as determined by the Superintendent of Police.

The only handgun which may be approved as an off duty and/or second handgun is a 9mm with double action and a magazine disconnect.

Effective June 30, 1998 any and all references to the .38 caliber revolver, equipment or ammunition related thereto shall be deemed modified to reflect the change in handgun from the .38 caliber revolver to the 9mm as set forth in Document "O."

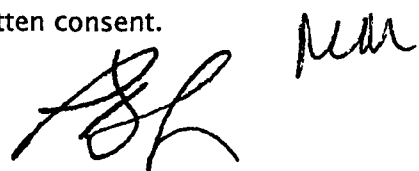
P.D.I. 9-2 is abolished in its entirety and is no longer in effect.

The Port Authority will continue to retain the right to determine all aspects of pistol qualifications including, but not limited to, qualification procedures, qualification proficiency and qualification composition. The Port Authority will not remove the Police Sergeant's weapon for failure to qualify except pursuant to a determination of the Office of Medical Services that the Police Sergeant's failure to qualify was due to a medical condition. The Port Authority shall promulgate a Police Operating Instruction (POI) setting forth the Pistol Qualification Program.

A Police Sergeant who has failed to qualify with his service weapon shall be assigned to requalify with his service weapon on his next scheduled workday on which the Police Academy Range is open.

**XLV. CONFIDENTIALITY**

Except as required by applicable law, the Port Authority shall not disclose to any agency, person, corporation, etc., public or private, the telephone number, Social Security Number or address of any employee without his written consent.

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**XLVI. CONTRACT BOOKLETS**

The Port Authority, at its sole expense, shall furnish the Association with 600 copies of this Memorandum of Agreement within thirty (30) days after the execution of this Agreement and a computer disk containing the body of this Memorandum of Agreement and any documents annexed thereto which are new to or were revised for purposes of this Memorandum of Agreement.

**XLVII. AGREEMENT ADMINISTRATION**

The Port Authority agrees to make available to the Association all relevant data the Association may require to negotiate collectively and to properly administer the Agreement.

**XLVIII. MILEAGE ALLOWANCES**

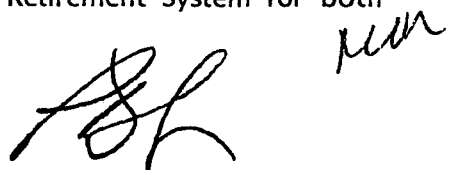
Mileage allowances and reimbursement for parking and tolls shall continue to be paid in accordance with the policies set forth in PAI 15-3.05 as in effect on July, 1978 except that effective April 1, 1999, the mileage allowance shall be the maximum permissible standard mileage rate for business as provided by Internal Revenue Service Regulations and as adjusted over time pursuant to 26 CFR / 1.274-5T or successor provisions of the Internal Revenue Code or Regulations.

In the event a Police Sergeant is assigned to report to a non-Port Authority location or a Facility Police Command other than his assigned Facility Police Command for Port Authority medical examinations and/or training, mileage reimbursement between such non-Port Authority locations or a Facility Police Command and the Police Sergeant's assigned Facility Police Command, and reimbursement for parking and tolls, shall continue to be in accordance with the allowances provided for in this Section.

**XLIX. LONG-TERM DISABILITY PROGRAM**

1. Active Police Sergeants who have a minimum of five years continuous service as a Port Authority employee, and effective July 20, 1991, but commencing on July 21, 1991, active Police Sergeants who have a minimum of one year continuous service as a Port Authority employee will be covered by the Port Authority's Long-Term Disability Program created April 24, 1974 for managerial and professional employees, under which a covered Police Sergeant who is permanently disabled due to a non-job connected illness or injury is eligible to receive up to 60% of his annual base pay to age 65 from a combination of sources, including any New York State and Local Police and Fire Retirement System Ordinary Disability and Social Security Act benefits (and any other relevant payments), with the difference up to the 60% maximum (but no more than 50% of the Police Sergeant's base-salary) to be provided by the Port Authority.

2. An active Police Sergeant who has a minimum of one year of continuous service as a Port Authority employee and who the Port Authority determines is permanently disabled due to an injury incurred in the line of duty but who has been denied by the New York State and Local Police and Fire Retirement System for both

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accidental disability retirement and performance of duty disability retirement shall be eligible for the benefits provided in Paragraph one of this Section under the same conditions as if the permanent disability was due to a non-job connected injury, except that, in addition thereto, the Police Sergeant must also apply for Workers' Compensation Law benefits as another source for meeting the 60% maximum of annual base pay, upon meeting the following criteria:

(a) The Police Sergeant has applied to the New York State and Local Police and Fire Retirement System, based upon this injury incurred in the line of duty, for both accidental disability retirement and performance of duty disability retirement; and

(b) The Police Sergeant has been determined by that System with respect thereto not to be qualified for either retirement; and,

(c) The Police Sergeant has exhausted any right that he may have to administratively appeal any denial thereof by that System, excluding any action that the Police Sergeant may have to appeal his denial in the state or federal judicial system.

Nothing in this Section requires a Police Sergeant to apply for Workers' Compensation Law benefits in both New York and New Jersey.

3. As used in this section, the term "permanently disabled" shall mean "physically or mentally incapacitated for the performance of duty as a Police Sergeant", the term "Workers' Compensation Law" shall include both the New York Workers' Compensation Law and the New Jersey Workers' Compensation Act, and the term "Workers' Compensation Law benefits" shall not include payments of medical expenses or that portion, if any, of other Workers' Compensation Law benefits which is paid to a Police Sergeant for any period of time prior to the termination of his Port Authority employment.

4. Except as modified by paragraph 2, herein the Long Term Disability (LTD), dated June 30, 1998 is applicable to Police Sergeants and annexed hereto as Document "W".

#### **L. PRIOR LETTERS OF AGREEMENT**

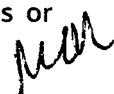
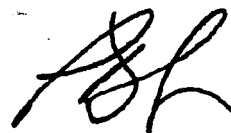
The provisions of the prior letters of agreement, which are still valid, shall be deemed incorporated into the body of the contract. The said letters are annexed hereto as Exhibits.

#### **LI. DEFERRED COMPENSATION PLAN**

During the term of this Memorandum of Agreement, so long as the Port Authority offers to any of its employees a deferred compensation plan pursuant to 26 U.S.C. Section 457, Police Sergeants shall be eligible to participate on the same terms, conditions and basis.

#### **LII. INDEMNIFICATION AND DEFENSE AGAINST CIVIL LIABILITY**

1. During the term of this Memorandum of Agreement, for all claims or causes of action covered by the terms of this Section as set forth below which claims or

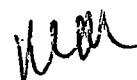
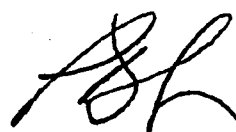


causes of action may occur or be asserted during the term of this Memorandum of Agreement, and if such Police Sergeant has authorized the Port Authority, in its discretion, to settle or defend such actions or claims, and said Police Sergeant has fully cooperated in the defense thereof and has given the General Counsel of the Port Authority prompt notice of the claim or action against him, the Port Authority will, to the extent permitted by applicable law:

- a. pay on behalf of any Police Sergeant all sums which the Police Sergeant shall become legally obligated to pay as damages because of acts or omission arising out of the activities of one or more members of the Port Authority Police Force, within the scope of his employment as a Port Authority Police Sergeant including the following perils:
  - (i) False Arrest, False Imprisonment or Unlawful Detention;
  - (ii) Assault and/or Battery;
  - (iii) Malicious Prosecution;
  - (iv) Defamation, Libel, Slander, Humiliation or Violation of Right of Privacy (unless arising out of advertising), Occupancy or Wrongful Entry;
  - (v) Negligence;
  - (vi) False or Improper Service of Process;
  - (vii) Violation of Property Rights;
  - (viii) Personal Injury, Mental Anguish, Mental Injury and Shock;
  - (ix) Third Party Property Damage as a result of False Arrest (property of person being arrested); and
  - (x) Claims made or actions brought pursuant to the United States Constitution, or the Constitutions of the States of New York and New Jersey, or any law affording a civil right of action for damages by reason of an invasion of a civil right or liberty.

The coverage for assault and/or battery and/or third party property damage is limited to any acts of any Police Sergeant committed at the time of making or attempting to make an arrest or in resisting an overt attempt to escape by a person under arrest or committed during the time that any person under arrest is in the care, custody or control of any Police Sergeant; in resisting an overt attempt to escape by a person in the care, custody or control of any Police Sergeant, or while in lawful confinement; or any other situation within the scope of his employment as a Port Authority Police Sergeant where the Police Sergeant has not used unjustifiable or excessive force.

2. Definitions. For purposes of this Section, the following terms are



defined as indicated:

a. "Police Sergeant". In addition to its definition contained in Section I, Paragraph 1 of this Memorandum of Agreement, the words "Police Sergeant" shall include the heirs, executors, administrators or other legal representatives of a Police Sergeant in the event of his death or incapacity.

b. "Damages". The word "Damages" shall mean damages (and costs and interest included in any judgment entered) to the extent the Port Authority is permitted by applicable law to pay such damages.

3. With respect to the indemnity afforded by this Section the Port Authority shall, to the extent permitted by applicable law, defend, either through its General Counsel or such other counsel as it may choose in its discretion, any claim or suit against a Police Sergeant seeking damages to which this indemnity applies even if any of the allegations of the suit are groundless, false or fraudulent.

4. This Section shall not be subject to the grievance-arbitration procedures provided for in this Memorandum of Agreement.

5. Nothing contained in this Section is intended otherwise to restrict the right of any Police Sergeant to pursue any available remedy, including a plenary court hearing.

6. The Port Authority may, in its discretion, discharge any or all of its obligations under this Section by the purchase of insurance coverage for such obligations.

### **LIII. NON-CIVIL CHARGES OR COMPLAINTS**

1. With respect to a Police Sergeant who is a defendant in a given legal proceeding as a result of non-civil charges or complaints filed against him for events which occur on or after June 21, 1988, the Port Authority will pay reasonable counsel fees for the defense of said Police Sergeant provided that such charges or complaints are not preferred by or instituted on the complaint of the Port Authority or PATH, that the actions of the Police Sergeant arise out of, are directly related to and are in furtherance of the lawful exercise of police powers or other official duties of the Police Sergeant, and that the Police Sergeant is either found not guilty of all such charges or complaints or all such charges or complaints are dismissed with finality.

2. Effective January 1, 2005, counsel fee rates shall be as follows:

Partner or Senior Associate (more than 4 years after admission to the bar): \$212.00 per hour.

Junior Associate (4 years or less since admission to the bar): \$157.00 per hour

In January of each year thereafter the above amounts shall be changed by the percentage change in the Consumer Price Index for All Urban Consumers for the New York-Northeastern New



Jersey area from the prior January.

3. Counsel fees reimbursable pursuant to this Section shall be paid within sixty days of submission.

**LIV. DRUG ABUSE TESTING PROCEDURE**

The drug abuse testing procedure applicable to Police Sergeants shall be as set forth in Appendix "O" annexed hereto.

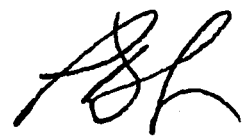
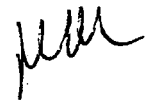
**LV. POLICE COMMAND CONSOLIDATION**

1. Effective on the date of execution of this Memorandum of Agreement, the following Facility Police Commands and Port Authority facilities are consolidated into four Consolidated Police Zones:

- a. JFK International Airport Facility Police  
Command/LaGuardia Airport Facility Police  
Command/Queens West Facility
- b. PATH Facility Police Command/World Trade  
Center Facility Police Command/Holland  
Tunnel - Brooklyn Piers Facility Police  
Command/Jersey City Auto Marine Terminal  
Facility
- c. Port Authority Bus Terminal Facility Police  
Command/Lincoln Tunnel Facility Police  
Command/George Washington Bridge Facility  
Police Command/Bathgate Facility/Yonkers  
Facility/One Madison Avenue - 225 and 233  
Park Avenue South Facilities
- d. Newark Liberty International Airport -  
Teterboro Airport Facility Police Command/  
Port Newark - Port Elizabeth Facility Police  
Command/ Staten Island Bridges - Teleport  
Facility Police Command/ Howland Hook  
Facility/Port Ivory Facility/ Essex County  
Resource Recovery Center Facility

2. The following Facility Police Commands have not been consolidated with any other Facility Police Commands or Consolidated Police Zones and shall continue to be treated as separate Facility Police Commands:

- a. CPD
- b. HQ
- c. CIB
- d. Police Academy



3. Notwithstanding the above consolidations, Police Sergeants shall continue to be permanently assigned to individual Facility Police Commands and transfer lists shall continue to be maintained as provided in Document "C" annexed hereto, and facilities including but not limited to gun lockers, clothing lockers and mailboxes shall continue to be maintained at Facility Police Commands for the Police Sergeants permanently assigned thereto.


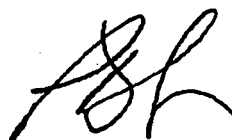
#### **LVI. SUPERVISION – BT YOUTH SERVICES SQUAD/JFKIA HACK SQUAD**

Effective January 21, 2003, a Police Sergeant (Job Specification No. 2605) who the Port Authority assigns to work a Police Sergeant (Job Specification 2605) roll call position in plainclothes to perform the supervision of the Bus Terminal Youth Services Squad or the supervision of the John F. Kennedy International Airport Hack Squad shall be paid an additional amount equal to seven and one-half percent (7 ½%) of that Police Sergeant's hourly rate of pay for each hour he is engaged in the performance of such duties in plainclothes to which he has been assigned by the Port Authority, including assignments to appear in criminal court or other similar judicial or administrative proceedings which are directly related to such plainclothes assignments. For purposes of this Paragraph, a Police Sergeant's (Job Specification No. 2605) "hourly rate of pay" for a straight time hour of work shall be the amount computed by dividing by eighty (80) the total of the base biweekly salary and the base bi-weekly longevity payable to such Police Sergeant as set forth in the schedules annexed hereto as Appendix "A(1)", Appendix "A(2)", Appendix "A(3)" and Appendix "A(4)", respectively, and, for an overtime hour of work, shall be one and one-half (1 1/2) times the amount computed by dividing by eighty (80) the total of the base bi-weekly salary and the base bi-weekly longevity payable to such Police Sergeant as set forth in the schedules annexed hereto as Appendix "A(1)", Appendix "A(2)", Appendix "A(3) and Appendix "A(4)", respectively.

#### **LVII. LOCKER SEARCH PROCEDURE**

1. Non-criminal matters:

- a) The search of lockers assigned to Sergeants in connection with non-criminal matters may occur in the following circumstances:
  - i) Upon the death or separation from service of the Sergeant, the Port Authority Police Command staff may search that Sergeant's locker;
  - ii) The Port Authority Police Command staff may search a Sergeant's locker when reasonably related to an administrative investigation of the Sergeant;
  - iii) The Port Authority Police Command staff may search a Sergeant's locker to retrieve Port Authority property issued to the Sergeant;



- iv) The Port Authority Police Command staff may search a Sergeant's locker to fulfill a legal obligation or in exigent circumstances;
  - b) The search must be approved by the Superintendent of Police, or, in his absence, by the individual he designates in writing as acting Superintendent of Police. Any memorandum designating an individual as acting Superintendent of Police shall be required to be copied to the SBA President under Section I, Paragraph 5 of the Memorandum of Agreement.
  - c) The Association must be given notice of a search and will be afforded a reasonable opportunity to attend the search. A representative of the SBA on the tour of duty of the search will be permitted to be a witness to the search. If no representative is working the tour of duty, the President of the SBA shall be notified that no representatives are available. The President will be permitted three (3) hours to obtain an alternate witness for the search.
  - d) The search shall not be more intrusive than necessary to accomplish its purpose.
- 2. Searches of lockers in connection with criminal investigations will be governed solely by applicable law.
  - 3. Upon notice to the pertinent Facility Police Command, the Port Authority Police Command staff may enter all police lockers not currently assigned to Sergeants.

#### **LVIII. INSURANCE CARDS**

The Port Authority will insure that health care carriers, who provide identification cards, will issue such cards directly to employees upon enrollment in the provider's coverage.

#### **LIX. POLICE VEHICLES**

"Large" sized vehicles, such as defined by NAFA, the National Association of Fleet Administrators, will continue to be provided.

#### **LX. SPECIAL OPERATIONS DIVISION**

##### **A. Assignment to Special Operations Division**

- 1. Effective on the date of execution of this Memorandum of Agreement, each Police Sergeant assigned to the Special Operation Division (SOD) or the Central Police Desk (CPD) shall receive a quarterly stipend of 2% of the base salary of the Police Sergeant for the entire quarter. For purposes of this paragraph, a Police Sergeant's "hourly rate of pay" shall be the amount computed by dividing by eighty (80) the base bi-weekly salary of the Police Sergeant as set forth in the schedules attached hereto as Appendix " A (1), A (2), A (3), A (4), A (5), A (6) and A (7), respectively.

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2. For purposes of this stipend, the quarters shall be January through March, April through June, July through September, and October through December, and assignment to the SOD for any day in a quarter shall entitle the Police Sergeant to payment for the entire quarter.
3. The stipend due Police Sergeants shall be paid by March 1 of the year following the year or part thereof the stipend was earned or within sixty (60) days of the date the Police Sergeant transfers out of the SOD

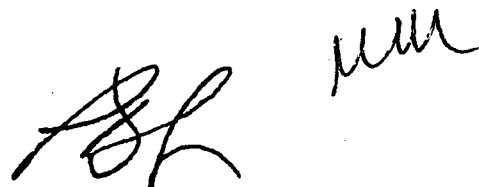
B. CENTRAL POLICE DESK SUPERVISION OF SPECIAL OPERATIONS POLICE OFFICERS – PREMIUM

1. The Central Police Desk (CPD) Sergeants, and Sergeants providing meals and relief coverage to the CPD Sergeants shall supervise Special Operations Division (SOD) Police Officers who are assigned to (1) Teletype, (2) Police Academy, or (3) Police Headquarters.
2. Any and all SOD Police Officers performing the duties described in Paragraph B.1., herein, shall be on the Central Police Desk Roll Call. Whenever feasible, SOD Police Officers performing the duties described in Paragraph 1, under the supervision of the CPD Sergeant or the CPD relief Sergeant shall perform their duties at the Central Police Desk.
3. The CPD Sergeant and the CPD relief Sergeant shall not be responsible for supervision of SOD Police Officers performing operational duties at the Police Academy Pistol Range.
4. Sergeants providing meals and relief to CPD Sergeants, shall be paid an amount equal to two percent (2%) of the Sergeant's hourly rate of pay for each hour or quarter hour thereof in which they perform the aforementioned supervisory responsibilities. For purposes of this paragraph, a Police Sergeant's "hourly rate of pay" for either a straight time or overtime hour shall be the amount computed by dividing by eighty (80) the total of the base bi-weekly salary of the Police Sergeant as set forth in the schedules annexed hereto as Appendix "A (1), A (2), A (3), A (4), A (5), A (6) and A (7)" respectively.
5. CPD Sergeants and Sergeants providing relief to the CPD Sergeants shall not be entitled to the payment in Section XV, paragraph 5, of the Memorandum of Agreement.

LXI. SAVINGS CLAUSE

1. If any provision of this Memorandum of Agreement is found to be invalid, such invalidity shall not impair the validity and enforceability of the remaining provisions of this Memorandum of Agreement.

2. All provisions of this Memorandum of Agreement, including but not limited to wages, fringe benefits, and all other conditions of employment, unless otherwise amended, shall remain in full force and effect until a new Memorandum of Agreement is executed.

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**LXII. TERM OF MEMORANDUM OF AGREEMENT**

The term of this Memorandum of Agreement shall commence as of January 21, 2003 and expire January 20, 2010. *llh*

**THE PORT AUTHORITY OF NEW YORK  
AND NEW JERSEY**

**PORT AUTHORITY POLICE  
SERGEANTS BENEVOLENT ASSOCIATION**

BY:

*[Signature]*

BY:

*[Signature]*

Witness:

*[Signature]*

Witness:

*[Signature]*

Witness:

*[Signature]*

Witness:

*[Signature]*

Dated:

4/12/05

*[Signature]*

Appendix "A(1)"  
 Salary Ranges for Individuals Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) Before 1/1/93

**Effective 1/21/03**

**Effective 1/21/04**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	(starting rate)	\$3,043.67	\$79,135.42
2	(after 6 months)	\$3,149.10	\$81,876.60
3	(after 12 months)	\$3,253.00	\$84,578.00
4	(after 18 months)	\$3,513.50	\$91,351.00

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	(starting rate)	\$3,157.81	\$82,103.06
2	(after 6 months)	\$3,267.19	\$84,946.94
3	(after 12 months)	\$3,374.99	\$87,749.74
4	(after 18 months)	\$3,645.26	\$94,776.76

**Effective 1/21/05**

**Effective 1/21/06**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	(starting rate)	\$3,268.33	\$84,976.58
2	(after 6 months)	\$3,381.54	\$87,920.04
3	(after 12 months)	\$3,493.11	\$90,820.86
4	(after 18 months)	\$3,772.84	\$98,093.84

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	(starting rate)	\$3,366.38	\$87,525.88
2	(after 6 months)	\$3,482.99	\$90,557.74
3	(after 12 months)	\$3,597.90	\$93,545.40
4	(after 18 months)	\$3,886.03	\$101,036.78

**Effective 1/21/07**

**Effective 1/21/08**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	(starting rate)	\$3,467.37	\$90,151.62
2	(after 6 months)	\$3,587.48	\$93,274.48
3	(after 12 months)	\$3,705.84	\$96,351.84
4	(after 18 months)	\$4,002.61	\$104,067.86

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	(starting rate)	\$3,606.06	\$93,757.56
2	(after 6 months)	\$3,730.98	\$97,005.48
3	(after 12 months)	\$3,854.07	\$100,205.82
4	(after 18 months)	\$4,162.71	\$108,230.46

**Effective 1/21/09**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	(starting rate)	\$3,750.30	\$97,507.80
2	(after 6 months)	\$3,880.22	\$100,885.72
3	(after 12 months)	\$4,008.23	\$104,213.98
4	(after 18 months)	\$4,329.22	\$112,559.72

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Appendix "A(1)"  
 Percentage Longevity for Individuals Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) Before 1/1/93

**Effective 1/21/03**

**Effective 1/21/03**

<u>Step 1</u>	Bi-Weekly	\$3,043.67
After 1 Year	\$30.44	
After 2 Years	\$45.66	
After 3 Years	\$60.87	
After 4 Years	\$76.09	
After 5 Years	\$91.31	
After 6 Years	\$106.53	
After 7 Years	\$121.75	
After 8 Years	\$136.97	
After 9 Years	\$152.18	
After 10 Years	\$167.40	
After 11 Years	\$182.62	
After 12 Years	\$197.84	
After 13 Years	\$213.06	
After 14 Years	\$228.28	
After 15 Years	\$243.49	
After 16 Years	\$258.71	
After 17 Years	\$273.93	
After 18 Years	\$289.15	
After 19 Years	\$304.37	
After 20 Years	\$319.59	
After 21 Years	\$334.80	
After 22 Years	\$350.02	
After 23 Years	\$365.24	
After 24 Years	\$380.46	
After 25 Years	\$395.68	
After 26 Years	\$410.90	
After 27 Years	\$426.11	
After 28 Years	\$441.33	
After 29 Years	\$456.55	

<u>Step 2</u>	Bi-Weekly	\$3,149.10
After 1 Year	\$31.49	
After 2 Years	\$47.24	
After 3 Years	\$62.98	
After 4 Years	\$78.73	
After 5 Years	\$94.47	
After 6 Years	\$110.22	
After 7 Years	\$125.96	
After 8 Years	\$141.71	
After 9 Years	\$157.46	
After 10 Years	\$173.20	
After 11 Years	\$188.95	
After 12 Years	\$204.69	
After 13 Years	\$220.44	
After 14 Years	\$236.18	
After 15 Years	\$251.93	
After 16 Years	\$267.67	
After 17 Years	\$283.42	
After 18 Years	\$299.16	
After 19 Years	\$314.91	
After 20 Years	\$330.66	
After 21 Years	\$346.40	
After 22 Years	\$362.15	
After 23 Years	\$377.89	
After 24 Years	\$393.64	
After 25 Years	\$409.38	
After 26 Years	\$425.13	
After 27 Years	\$440.87	
After 28 Years	\$456.62	
After 29 Years	\$472.37	

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Appendix "A(1)"  
 Percentage Longevity for Individuals Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) Before 1/1/93

**Effective 1/21/03**

**Effective 1/21/03**

<u>Step 3</u>	Bi-Weekly	\$3,253.00
	After 1 Year	\$32.53
	After 2 Years	\$48.80
	After 3 Years	\$65.06
	After 4 Years	\$81.33
	After 5 Years	\$97.59
	After 6 Years	\$113.86
	After 7 Years	\$130.12
	After 8 Years	\$146.39
	After 9 Years	\$162.65
	After 10 Years	\$178.92
	After 11 Years	\$195.18
	After 12 Years	\$211.45
	After 13 Years	\$227.71
	After 14 Years	\$243.98
	After 15 Years	\$260.24
	After 16 Years	\$276.51
	After 17 Years	\$292.77
	After 18 Years	\$309.04
	After 19 Years	\$325.30
	After 20 Years	\$341.57
	After 21 Years	\$357.83
	After 22 Years	\$374.10
	After 23 Years	\$390.36
	After 24 Years	\$406.63
	After 25 Years	\$422.89
	After 26 Years	\$439.16
	After 27 Years	\$455.42
	After 28 Years	\$471.69
	After 29 Years	\$487.95

<u>Step 4</u>	Bi-Weekly	\$3,513.50
	After 1 Year	\$35.14
	After 2 Years	\$52.70
	After 3 Years	\$70.27
	After 4 Years	\$87.84
	After 5 Years	\$105.41
	After 6 Years	\$122.97
	After 7 Years	\$140.54
	After 8 Years	\$158.11
	After 9 Years	\$175.68
	After 10 Years	\$193.24
	After 11 Years	\$210.81
	After 12 Years	\$228.38
	After 13 Years	\$245.95
	After 14 Years	\$263.51
	After 15 Years	\$281.08
	After 16 Years	\$298.65
	After 17 Years	\$316.22
	After 18 Years	\$333.78
	After 19 Years	\$351.35
	After 20 Years	\$368.92
	After 21 Years	\$386.49
	After 22 Years	\$404.05
	After 23 Years	\$421.62
	After 24 Years	\$439.19
	After 25 Years	\$456.76
	After 26 Years	\$474.32
	After 27 Years	\$491.89
	After 28 Years	\$509.46
	After 29 Years	\$527.03

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Appendix "A(1)"  
 Percentage Longevity for Individuals Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) Before 1/1/93

**Effective 1/21/04**

**Effective 1/21/04**

<u>Step 1</u>	Bi-Weekly	\$3,157.81	<u>Step 2</u>	Bi-Weekly	\$3,267.19
After 1 Year		\$31.58	After 1 Year		\$32.67
After 2 Years		\$47.37	After 2 Years		\$49.01
After 3 Years		\$63.16	After 3 Years		\$65.34
After 4 Years		\$78.95	After 4 Years		\$81.68
After 5 Years		\$94.73	After 5 Years		\$98.02
After 6 Years		\$110.52	After 6 Years		\$114.35
After 7 Years		\$126.31	After 7 Years		\$130.69
After 8 Years		\$142.10	After 8 Years		\$147.02
After 9 Years		\$157.89	After 9 Years		\$163.36
After 10 Years		\$173.68	After 10 Years		\$179.70
After 11 Years		\$189.47	After 11 Years		\$196.03
After 12 Years		\$205.26	After 12 Years		\$212.37
After 13 Years		\$221.05	After 13 Years		\$228.70
After 14 Years		\$236.84	After 14 Years		\$245.04
After 15 Years		\$252.62	After 15 Years		\$261.38
After 16 Years		\$268.41	After 16 Years		\$277.71
After 17 Years		\$284.20	After 17 Years		\$294.05
After 18 Years		\$299.99	After 18 Years		\$310.38
After 19 Years		\$315.78	After 19 Years		\$326.72
After 20 Years		\$331.57	After 20 Years		\$343.05
After 21 Years		\$347.36	After 21 Years		\$359.39
After 22 Years		\$363.15	After 22 Years		\$375.73
After 23 Years		\$378.94	After 23 Years		\$392.06
After 24 Years		\$394.73	After 24 Years		\$408.40
After 25 Years		\$410.52	After 25 Years		\$424.73
After 26 Years		\$426.30	After 26 Years		\$441.07
After 27 Years		\$442.09	After 27 Years		\$457.41
After 28 Years		\$457.88	After 28 Years		\$473.74
After 29 Years		\$473.67	After 29 Years		\$490.08

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Appendix "A(1)"  
 Percentage Longevity for Individuals Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) Before 1/1/93

**Effective 1/21/04**

**Effective 1/21/04**

<u>Step 3</u>	Bi-Weekly	\$3,374.99
	After 1 Year	\$33.75
	After 2 Years	\$50.62
	After 3 Years	\$67.50
	After 4 Years	\$84.37
	After 5 Years	\$101.25
	After 6 Years	\$118.12
	After 7 Years	\$135.00
	After 8 Years	\$151.87
	After 9 Years	\$168.75
	After 10 Years	\$185.62
	After 11 Years	\$202.50
	After 12 Years	\$219.37
	After 13 Years	\$236.25
	After 14 Years	\$253.12
	After 15 Years	\$270.00
	After 16 Years	\$286.87
	After 17 Years	\$303.75
	After 18 Years	\$320.62
	After 19 Years	\$337.50
	After 20 Years	\$354.37
	After 21 Years	\$371.25
	After 22 Years	\$388.12
	After 23 Years	\$405.00
	After 24 Years	\$421.87
	After 25 Years	\$438.75
	After 26 Years	\$455.62
	After 27 Years	\$472.50
	After 28 Years	\$489.37
	After 29 Years	\$506.25

<u>Step 4</u>	Bi-Weekly	\$3,645.26
	After 1 Year	\$36.45
	After 2 Years	\$54.68
	After 3 Years	\$72.91
	After 4 Years	\$91.13
	After 5 Years	\$109.36
	After 6 Years	\$127.58
	After 7 Years	\$145.81
	After 8 Years	\$164.04
	After 9 Years	\$182.26
	After 10 Years	\$200.49
	After 11 Years	\$218.72
	After 12 Years	\$236.94
	After 13 Years	\$255.17
	After 14 Years	\$273.39
	After 15 Years	\$291.62
	After 16 Years	\$309.85
	After 17 Years	\$328.07
	After 18 Years	\$346.30
	After 19 Years	\$364.53
	After 20 Years	\$382.75
	After 21 Years	\$400.98
	After 22 Years	\$419.20
	After 23 Years	\$437.43
	After 24 Years	\$455.66
	After 25 Years	\$473.88
	After 26 Years	\$492.11
	After 27 Years	\$510.34
	After 28 Years	\$528.56
	After 29 Years	\$546.79

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Appendix "A(1)"  
 Percentage Longevity for Individuals Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) Before 1/1/93

**Effective 1/21/05**

**Effective 1/21/05**

<u>Step 1</u>	Bi-Weekly	\$3,268.33
After 1 Year	\$32.68	
After 2 Years	\$49.02	
After 3 Years	\$65.37	
After 4 Years	\$81.71	
After 5 Years	\$98.05	
After 6 Years	\$114.39	
After 7 Years	\$130.73	
After 8 Years	\$147.07	
After 9 Years	\$163.42	
After 10 Years	\$179.76	
After 11 Years	\$196.10	
After 12 Years	\$212.44	
After 13 Years	\$228.78	
After 14 Years	\$245.12	
After 15 Years	\$261.47	
After 16 Years	\$277.81	
After 17 Years	\$294.15	
After 18 Years	\$310.49	
After 19 Years	\$326.83	
After 20 Years	\$343.17	
After 21 Years	\$359.52	
After 22 Years	\$375.86	
After 23 Years	\$392.20	
After 24 Years	\$408.54	
After 25 Years	\$424.88	
After 26 Years	\$441.22	
After 27 Years	\$457.57	
After 28 Years	\$473.91	
After 29 Years	\$490.25	

<u>Step 2</u>	Bi-Weekly	\$3,381.54
After 1 Year	\$33.82	
After 2 Years	\$50.72	
After 3 Years	\$67.63	
After 4 Years	\$84.54	
After 5 Years	\$101.45	
After 6 Years	\$118.35	
After 7 Years	\$135.26	
After 8 Years	\$152.17	
After 9 Years	\$169.08	
After 10 Years	\$185.98	
After 11 Years	\$202.89	
After 12 Years	\$219.80	
After 13 Years	\$236.71	
After 14 Years	\$253.62	
After 15 Years	\$270.52	
After 16 Years	\$287.43	
After 17 Years	\$304.34	
After 18 Years	\$321.25	
After 19 Years	\$338.15	
After 20 Years	\$355.06	
After 21 Years	\$371.97	
After 22 Years	\$388.88	
After 23 Years	\$405.78	
After 24 Years	\$422.69	
After 25 Years	\$439.60	
After 26 Years	\$456.51	
After 27 Years	\$473.42	
After 28 Years	\$490.32	
After 29 Years	\$507.23	

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Appendix "A(1)"  
 Percentage Longevity for Individuals Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) Before 1/1/93

**Effective 1/21/05**

**Effective 1/21/05**

**Step 3**    Bi-Weekly    \$3,493.11

**Step 4**    Bi-Weekly    \$3,772.84

After 1 Year	\$34.93
After 2 Years	\$52.40
After 3 Years	\$69.86
After 4 Years	\$87.33
After 5 Years	\$104.79
After 6 Years	\$122.26
After 7 Years	\$139.72
After 8 Years	\$157.19
After 9 Years	\$174.66
After 10 Years	\$192.12
After 11 Years	\$209.59
After 12 Years	\$227.05
After 13 Years	\$244.52
After 14 Years	\$261.98
After 15 Years	\$279.45
After 16 Years	\$296.91
After 17 Years	\$314.38
After 18 Years	\$331.85
After 19 Years	\$349.31
After 20 Years	\$366.78
After 21 Years	\$384.24
After 22 Years	\$401.71
After 23 Years	\$419.17
After 24 Years	\$436.64
After 25 Years	\$454.10
After 26 Years	\$471.57
After 27 Years	\$489.04
After 28 Years	\$506.50
After 29 Years	\$523.97

After 1 Year	\$37.73
After 2 Years	\$56.59
After 3 Years	\$75.46
After 4 Years	\$94.32
After 5 Years	\$113.19
After 6 Years	\$132.05
After 7 Years	\$150.91
After 8 Years	\$169.78
After 9 Years	\$188.64
After 10 Years	\$207.51
After 11 Years	\$226.37
After 12 Years	\$245.23
After 13 Years	\$264.10
After 14 Years	\$282.96
After 15 Years	\$301.83
After 16 Years	\$320.69
After 17 Years	\$339.56
After 18 Years	\$358.42
After 19 Years	\$377.28
After 20 Years	\$396.15
After 21 Years	\$415.01
After 22 Years	\$433.88
After 23 Years	\$452.74
After 24 Years	\$471.61
After 25 Years	\$490.47
After 26 Years	\$509.33
After 27 Years	\$528.20
After 28 Years	\$547.06
After 29 Years	\$565.93

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Appendix "A(1)"  
 Percentage Longevity for Individuals Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) Before 1/1/93

**Effective 1/21/06**

**Effective 1/21/06**

<u>Step 1</u>	Bi-Weekly	\$3,366.38
After 1 Year	\$33.66	
After 2 Years	\$50.50	
After 3 Years	\$67.33	
After 4 Years	\$84.16	
After 5 Years	\$100.99	
After 6 Years	\$117.82	
After 7 Years	\$134.66	
After 8 Years	\$151.49	
After 9 Years	\$168.32	
After 10 Years	\$185.15	
After 11 Years	\$201.98	
After 12 Years	\$218.81	
After 13 Years	\$235.65	
After 14 Years	\$252.48	
After 15 Years	\$269.31	
After 16 Years	\$286.14	
After 17 Years	\$302.97	
After 18 Years	\$319.81	
After 19 Years	\$336.64	
After 20 Years	\$353.47	
After 21 Years	\$370.30	
After 22 Years	\$387.13	
After 23 Years	\$403.97	
After 24 Years	\$420.80	
After 25 Years	\$437.63	
After 26 Years	\$454.46	
After 27 Years	\$471.29	
After 28 Years	\$488.13	
After 29 Years	\$504.96	

<u>Step 2</u>	Bi-Weekly	\$3,482.99
After 1 Year	\$34.83	
After 2 Years	\$52.24	
After 3 Years	\$69.66	
After 4 Years	\$87.07	
After 5 Years	\$104.49	
After 6 Years	\$121.90	
After 7 Years	\$139.32	
After 8 Years	\$156.73	
After 9 Years	\$174.15	
After 10 Years	\$191.56	
After 11 Years	\$208.98	
After 12 Years	\$226.39	
After 13 Years	\$243.81	
After 14 Years	\$261.22	
After 15 Years	\$278.64	
After 16 Years	\$296.05	
After 17 Years	\$313.47	
After 18 Years	\$330.88	
After 19 Years	\$348.30	
After 20 Years	\$365.71	
After 21 Years	\$383.13	
After 22 Years	\$400.54	
After 23 Years	\$417.96	
After 24 Years	\$435.37	
After 25 Years	\$452.79	
After 26 Years	\$470.20	
After 27 Years	\$487.62	
After 28 Years	\$505.03	
After 29 Years	\$522.45	

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Appendix "A(1)"  
 Percentage Longevity for Individuals Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) Before 1/1/93

**Effective 1/21/06**

**Effective 1/21/06**

<u>Step 3</u>	Bi-Weekly	\$3,597.90
After 1 Year	\$35.98	
After 2 Years	\$53.97	
After 3 Years	\$71.96	
After 4 Years	\$89.95	
After 5 Years	\$107.94	
After 6 Years	\$125.93	
After 7 Years	\$143.92	
After 8 Years	\$161.91	
After 9 Years	\$179.90	
After 10 Years	\$197.88	
After 11 Years	\$215.87	
After 12 Years	\$233.86	
After 13 Years	\$251.85	
After 14 Years	\$269.84	
After 15 Years	\$287.83	
After 16 Years	\$305.82	
After 17 Years	\$323.81	
After 18 Years	\$341.80	
After 19 Years	\$359.79	
After 20 Years	\$377.78	
After 21 Years	\$395.77	
After 22 Years	\$413.76	
After 23 Years	\$431.75	
After 24 Years	\$449.74	
After 25 Years	\$467.73	
After 26 Years	\$485.72	
After 27 Years	\$503.71	
After 28 Years	\$521.70	
After 29 Years	\$539.69	

<u>Step 4</u>	Bi-Weekly	\$3,886.03
After 1 Year	\$38.86	
After 2 Years	\$58.29	
After 3 Years	\$77.72	
After 4 Years	\$97.15	
After 5 Years	\$116.58	
After 6 Years	\$136.01	
After 7 Years	\$155.44	
After 8 Years	\$174.87	
After 9 Years	\$194.30	
After 10 Years	\$213.73	
After 11 Years	\$233.16	
After 12 Years	\$252.59	
After 13 Years	\$272.02	
After 14 Years	\$291.45	
After 15 Years	\$310.88	
After 16 Years	\$330.31	
After 17 Years	\$349.74	
After 18 Years	\$369.17	
After 19 Years	\$388.60	
After 20 Years	\$408.03	
After 21 Years	\$427.46	
After 22 Years	\$446.89	
After 23 Years	\$466.32	
After 24 Years	\$485.75	
After 25 Years	\$505.18	
After 26 Years	\$524.61	
After 27 Years	\$544.04	
After 28 Years	\$563.47	
After 29 Years	\$582.90	

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Appendix "A(1)"  
 Percentage Longevity for Individuals Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) Before 1/1/93

**Effective 1/21/07**

**Effective 1/21/07**

<u>Step 1</u>	Bi-Weekly	\$3,467.37	<u>Step 2</u>	Bi-Weekly	\$3,587.48
After 1 Year		\$34.67	After 1 Year		\$35.87
After 2 Years		\$52.01	After 2 Years		\$53.81
After 3 Years		\$69.35	After 3 Years		\$71.75
After 4 Years		\$86.68	After 4 Years		\$89.69
After 5 Years		\$104.02	After 5 Years		\$107.62
After 6 Years		\$121.36	After 6 Years		\$125.56
After 7 Years		\$138.69	After 7 Years		\$143.50
After 8 Years		\$156.03	After 8 Years		\$161.44
After 9 Years		\$173.37	After 9 Years		\$179.37
After 10 Years		\$190.71	After 10 Years		\$197.31
After 11 Years		\$208.04	After 11 Years		\$215.25
After 12 Years		\$225.38	After 12 Years		\$233.19
After 13 Years		\$242.72	After 13 Years		\$251.12
After 14 Years		\$260.05	After 14 Years		\$269.06
After 15 Years		\$277.39	After 15 Years		\$287.00
After 16 Years		\$294.73	After 16 Years		\$304.94
After 17 Years		\$312.06	After 17 Years		\$322.87
After 18 Years		\$329.40	After 18 Years		\$340.81
After 19 Years		\$346.74	After 19 Years		\$358.75
After 20 Years		\$364.07	After 20 Years		\$376.69
After 21 Years		\$381.41	After 21 Years		\$394.62
After 22 Years		\$398.75	After 22 Years		\$412.56
After 23 Years		\$416.08	After 23 Years		\$430.50
After 24 Years		\$433.42	After 24 Years		\$448.44
After 25 Years		\$450.76	After 25 Years		\$466.37
After 26 Years		\$468.09	After 26 Years		\$484.31
After 27 Years		\$485.43	After 27 Years		\$502.25
After 28 Years		\$502.77	After 28 Years		\$520.18
After 29 Years		\$520.11	After 29 Years		\$538.12

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Appendix "A(1)"  
 Percentage Longevity for Individuals Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) Before 1/1/93

**Effective 1/21/07**

**Effective 1/21/07**

<u>Step 3</u>	Bi-Weekly	\$3,705.84
After 1 Year	\$37.06	
After 2 Years	\$55.59	
After 3 Years	\$74.12	
After 4 Years	\$92.65	
After 5 Years	\$111.18	
After 6 Years	\$129.70	
After 7 Years	\$148.23	
After 8 Years	\$166.76	
After 9 Years	\$185.29	
After 10 Years	\$203.82	
After 11 Years	\$222.35	
After 12 Years	\$240.88	
After 13 Years	\$259.41	
After 14 Years	\$277.94	
After 15 Years	\$296.47	
After 16 Years	\$315.00	
After 17 Years	\$333.53	
After 18 Years	\$352.05	
After 19 Years	\$370.58	
After 20 Years	\$389.11	
After 21 Years	\$407.64	
After 22 Years	\$426.17	
After 23 Years	\$444.70	
After 24 Years	\$463.23	
After 25 Years	\$481.76	
After 26 Years	\$500.29	
After 27 Years	\$518.82	
After 28 Years	\$537.35	
After 29 Years	\$555.88	

<u>Step 4</u>	Bi-Weekly	\$4,002.61
After 1 Year	\$40.03	
After 2 Years	\$60.04	
After 3 Years	\$80.05	
After 4 Years	\$100.07	
After 5 Years	\$120.08	
After 6 Years	\$140.09	
After 7 Years	\$160.10	
After 8 Years	\$180.12	
After 9 Years	\$200.13	
After 10 Years	\$220.14	
After 11 Years	\$240.16	
After 12 Years	\$260.17	
After 13 Years	\$280.18	
After 14 Years	\$300.20	
After 15 Years	\$320.21	
After 16 Years	\$340.22	
After 17 Years	\$360.23	
After 18 Years	\$380.25	
After 19 Years	\$400.26	
After 20 Years	\$420.27	
After 21 Years	\$440.29	
After 22 Years	\$460.30	
After 23 Years	\$480.31	
After 24 Years	\$500.33	
After 25 Years	\$520.34	
After 26 Years	\$540.35	
After 27 Years	\$560.37	
After 28 Years	\$580.38	
After 29 Years	\$600.39	

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Appendix "A(1)"  
 Percentage Longevity for Individuals Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) Before 1/1/93

**Effective 1/21/08**

**Effective 1/21/08**

<u>Step 1</u>	Bi-Weekly	\$3,606.06	<u>Step 2</u>	Bi-Weekly	\$3,730.98
	After 1 Year	\$36.06		After 1 Year	\$37.31
	After 2 Years	\$54.09		After 2 Years	\$55.96
	After 3 Years	\$72.12		After 3 Years	\$74.62
	After 4 Years	\$90.15		After 4 Years	\$93.27
	After 5 Years	\$108.18		After 5 Years	\$111.93
	After 6 Years	\$126.21		After 6 Years	\$130.58
	After 7 Years	\$144.24		After 7 Years	\$149.24
	After 8 Years	\$162.27		After 8 Years	\$167.89
	After 9 Years	\$180.30		After 9 Years	\$186.55
	After 10 Years	\$198.33		After 10 Years	\$205.20
	After 11 Years	\$216.36		After 11 Years	\$223.86
	After 12 Years	\$234.39		After 12 Years	\$242.51
	After 13 Years	\$252.42		After 13 Years	\$261.17
	After 14 Years	\$270.45		After 14 Years	\$279.82
	After 15 Years	\$288.48		After 15 Years	\$298.48
	After 16 Years	\$306.52		After 16 Years	\$317.13
	After 17 Years	\$324.55		After 17 Years	\$335.79
	After 18 Years	\$342.58		After 18 Years	\$354.44
	After 19 Years	\$360.61		After 19 Years	\$373.10
	After 20 Years	\$378.64		After 20 Years	\$391.75
	After 21 Years	\$396.67		After 21 Years	\$410.41
	After 22 Years	\$414.70		After 22 Years	\$429.06
	After 23 Years	\$432.73		After 23 Years	\$447.72
	After 24 Years	\$450.76		After 24 Years	\$466.37
	After 25 Years	\$468.79		After 25 Years	\$485.03
	After 26 Years	\$486.82		After 26 Years	\$503.68
	After 27 Years	\$504.85		After 27 Years	\$522.34
	After 28 Years	\$522.88		After 28 Years	\$540.99
	After 29 Years	\$540.91		After 29 Years	\$559.65

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Appendix "A(1)"  
 Percentage Longevity for Individuals Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) Before 1/1/93

**Effective 1/21/08**

**Effective 1/21/08**

<u>Step 3</u>	Bi-Weekly	\$3,854.07
After 1 Year		\$38.54
After 2 Years		\$57.81
After 3 Years		\$77.08
After 4 Years		\$96.35
After 5 Years		\$115.62
After 6 Years		\$134.89
After 7 Years		\$154.16
After 8 Years		\$173.43
After 9 Years		\$192.70
After 10 Years		\$211.97
After 11 Years		\$231.24
After 12 Years		\$250.51
After 13 Years		\$269.78
After 14 Years		\$289.06
After 15 Years		\$308.33
After 16 Years		\$327.60
After 17 Years		\$346.87
After 18 Years		\$366.14
After 19 Years		\$385.41
After 20 Years		\$404.68
After 21 Years		\$423.95
After 22 Years		\$443.22
After 23 Years		\$462.49
After 24 Years		\$481.76
After 25 Years		\$501.03
After 26 Years		\$520.30
After 27 Years		\$539.57
After 28 Years		\$558.84
After 29 Years		\$578.11

<u>Step 4</u>	Bi-Weekly	\$4,162.71
After 1 Year		\$41.63
After 2 Years		\$62.44
After 3 Years		\$83.25
After 4 Years		\$104.07
After 5 Years		\$124.88
After 6 Years		\$145.69
After 7 Years		\$166.51
After 8 Years		\$187.32
After 9 Years		\$208.14
After 10 Years		\$228.95
After 11 Years		\$249.76
After 12 Years		\$270.58
After 13 Years		\$291.39
After 14 Years		\$312.20
After 15 Years		\$333.02
After 16 Years		\$353.83
After 17 Years		\$374.64
After 18 Years		\$395.46
After 19 Years		\$416.27
After 20 Years		\$437.08
After 21 Years		\$457.90
After 22 Years		\$478.71
After 23 Years		\$499.53
After 24 Years		\$520.34
After 25 Years		\$541.15
After 26 Years		\$561.97
After 27 Years		\$582.78
After 28 Years		\$603.59
After 29 Years		\$624.41

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Appendix "A(1)"  
 Percentage Longevity for Individuals Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) Before 1/1/93

Effective 1/21/09

Effective 1/21/09

<u>Step 1</u>	Bi-Weekly	\$3,750.30	<u>Step 2</u>	Bi-Weekly	\$3,880.22
	After 1 Year	\$37.50		After 1 Year	\$38.80
	After 2 Years	\$56.25		After 2 Years	\$58.20
	After 3 Years	\$75.01		After 3 Years	\$77.60
	After 4 Years	\$93.76		After 4 Years	\$97.01
	After 5 Years	\$112.51		After 5 Years	\$116.41
	After 6 Years	\$131.26		After 6 Years	\$135.81
	After 7 Years	\$150.01		After 7 Years	\$155.21
	After 8 Years	\$168.76		After 8 Years	\$174.61
	After 9 Years	\$187.52		After 9 Years	\$194.01
	After 10 Years	\$206.27		After 10 Years	\$213.41
	After 11 Years	\$225.02		After 11 Years	\$232.81
	After 12 Years	\$243.77		After 12 Years	\$252.21
	After 13 Years	\$262.52		After 13 Years	\$271.62
	After 14 Years	\$281.27		After 14 Years	\$291.02
	After 15 Years	\$300.02		After 15 Years	\$310.42
	After 16 Years	\$318.78		After 16 Years	\$329.82
	After 17 Years	\$337.53		After 17 Years	\$349.22
	After 18 Years	\$356.28		After 18 Years	\$368.62
	After 19 Years	\$375.03		After 19 Years	\$388.02
	After 20 Years	\$393.78		After 20 Years	\$407.42
	After 21 Years	\$412.53		After 21 Years	\$426.82
	After 22 Years	\$431.28		After 22 Years	\$446.23
	After 23 Years	\$450.04		After 23 Years	\$465.63
	After 24 Years	\$468.79		After 24 Years	\$485.03
	After 25 Years	\$487.54		After 25 Years	\$504.43
	After 26 Years	\$506.29		After 26 Years	\$523.83
	After 27 Years	\$525.04		After 27 Years	\$543.23
	After 28 Years	\$543.79		After 28 Years	\$562.63
	After 29 Years	\$562.55		After 29 Years	\$582.03

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Appendix "A(1)"  
 Percentage Longevity for Individuals Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) Before 1/1/93

Effective 1/21/09

Effective 1/21/09

<u>Step 3</u>	Bi-Weekly	\$4,008.23	<u>Step 4</u>	Bi-Weekly	\$4,329.22
	After 1 Year	\$40.08		After 1 Year	\$43.29
	After 2 Years	\$60.12		After 2 Years	\$64.94
	After 3 Years	\$80.16		After 3 Years	\$86.58
	After 4 Years	\$100.21		After 4 Years	\$108.23
	After 5 Years	\$120.25		After 5 Years	\$129.88
	After 6 Years	\$140.29		After 6 Years	\$151.52
	After 7 Years	\$160.33		After 7 Years	\$173.17
	After 8 Years	\$180.37		After 8 Years	\$194.81
	After 9 Years	\$200.41		After 9 Years	\$216.46
	After 10 Years	\$220.45		After 10 Years	\$238.11
	After 11 Years	\$240.49		After 11 Years	\$259.75
	After 12 Years	\$260.53		After 12 Years	\$281.40
	After 13 Years	\$280.58		After 13 Years	\$303.05
	After 14 Years	\$300.62		After 14 Years	\$324.69
	After 15 Years	\$320.66		After 15 Years	\$346.34
	After 16 Years	\$340.70		After 16 Years	\$367.98
	After 17 Years	\$360.74		After 17 Years	\$389.63
	After 18 Years	\$380.78		After 18 Years	\$411.28
	After 19 Years	\$400.82		After 19 Years	\$432.92
	After 20 Years	\$420.86		After 20 Years	\$454.57
	After 21 Years	\$440.91		After 21 Years	\$476.21
	After 22 Years	\$460.95		After 22 Years	\$497.86
	After 23 Years	\$480.99		After 23 Years	\$519.51
	After 24 Years	\$501.03		After 24 Years	\$541.15
	After 25 Years	\$521.07		After 25 Years	\$562.80
	After 26 Years	\$541.11		After 26 Years	\$584.44
	After 27 Years	\$561.15		After 27 Years	\$606.09
	After 28 Years	\$581.19		After 28 Years	\$627.74
	After 29 Years	\$601.23		After 29 Years	\$649.38

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Appendix "A (2)"  
 Salary Ranges for Individuals Promoted to the Rank of Police Sergeant  
 (Job Specification 2605) on or After 1/1/93 but Before 1/1/98

**Effective 1/21/03**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	starting rate	\$2,947.53	\$76,635.78
2	After 1st Yr	\$3,079.34	\$80,062.84
3	After 2nd Yr	\$3,217.32	\$83,650.32
4	After 3rd Yr	\$3,361.54	\$87,400.04
5	After 4th Yr	\$3,513.50	\$91,351.00

**Effective 1/21/04**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	starting rate	\$3,058.06	\$79,509.56
2	After 1st Yr	\$3,194.82	\$83,065.32
3	After 2nd Yr	\$3,337.97	\$86,787.22
4	After 3rd Yr	\$3,487.60	\$90,677.60
5	After 4th Yr	\$3,645.26	\$94,776.76

**Effective 1/21/05**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	starting rate	\$3,165.09	\$82,292.34
2	After 1st Yr	\$3,306.64	\$85,972.64
3	After 2nd Yr	\$3,454.80	\$89,824.80
4	After 3rd Yr	\$3,609.67	\$93,851.42
5	After 4th Yr	\$3,772.84	\$98,093.84

**Effective 1/21/06**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	starting rate	\$3,260.04	\$84,761.04
2	After 1st Yr	\$3,405.84	\$88,551.84
3	After 2nd Yr	\$3,558.44	\$92,519.44
4	After 3rd Yr	\$3,717.96	\$96,666.96
5	After 4th Yr	\$3,886.03	\$101,036.78

**Effective 1/21/07**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	starting rate	\$3,357.84	\$87,303.84
2	After 1st Yr	\$3,508.02	\$91,208.52
3	After 2nd Yr	\$3,665.19	\$95,294.94
4	After 3rd Yr	\$3,829.50	\$99,567.00
5	After 4th Yr	\$4,002.61	\$104,067.86

**Effective 1/21/08**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	starting rate	\$3,492.15	\$90,795.90
2	After 1st Yr	\$3,648.34	\$94,856.84
3	After 2nd Yr	\$3,811.80	\$99,106.80
4	After 3rd Yr	\$3,982.68	\$103,549.68
5	After 4th Yr	\$4,162.71	\$108,230.46

**Effective 1/21/09**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	starting rate	\$3,631.84	\$94,427.84
2	After 1st Yr	\$3,794.27	\$98,651.02
3	After 2nd Yr	\$3,964.27	\$103,071.02
4	After 3rd Yr	\$4,141.99	\$107,691.74
5	After 4th Yr	\$4,329.22	\$112,559.72

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Appendix "A(2)"  
 Percentage Longevity for Individuals Promoted to the Rank of Sergeant  
 (Job Specification 2605) on or After 1/1/93 but Before 1/1/98

**Effective 1/21/03**

**Effective 1/21/03**

<u>Step 1</u>	Bi-Weekly	\$2,947.53
	After 1 Year	\$29.48
	After 2 Years	\$44.21
	After 3 Years	\$58.95
	After 4 Years	\$73.69
	After 5 Years	\$88.43
	After 6 Years	\$103.16
	After 7 Years	\$117.90
	After 8 Years	\$132.64
	After 9 Years	\$147.38
	After 10 Years	\$162.11
	After 11 Years	\$176.85
	After 12 Years	\$191.59
	After 13 Years	\$206.33
	After 14 Years	\$221.06
	After 15 Years	\$235.80
	After 16 Years	\$250.54
	After 17 Years	\$265.28
	After 18 Years	\$280.02
	After 19 Years	\$294.75
	After 20 Years	\$309.49
	After 21 Years	\$324.23
	After 22 Years	\$338.97
	After 23 Years	\$353.70
	After 24 Years	\$368.44
	After 25 Years	\$383.18
	After 26 Years	\$397.92
	After 27 Years	\$412.65
	After 28 Years	\$427.39
	After 29 Years	\$442.13

<u>Step 2</u>	Bi-Weekly	\$3,079.34
	After 1 Year	\$30.79
	After 2 Years	\$46.19
	After 3 Years	\$61.59
	After 4 Years	\$76.98
	After 5 Years	\$92.38
	After 6 Years	\$107.78
	After 7 Years	\$123.17
	After 8 Years	\$138.57
	After 9 Years	\$153.97
	After 10 Years	\$169.36
	After 11 Years	\$184.76
	After 12 Years	\$200.16
	After 13 Years	\$215.55
	After 14 Years	\$230.95
	After 15 Years	\$246.35
	After 16 Years	\$261.74
	After 17 Years	\$277.14
	After 18 Years	\$292.54
	After 19 Years	\$307.93
	After 20 Years	\$323.33
	After 21 Years	\$338.73
	After 22 Years	\$354.12
	After 23 Years	\$369.52
	After 24 Years	\$384.92
	After 25 Years	\$400.31
	After 26 Years	\$415.71
	After 27 Years	\$431.11
	After 28 Years	\$446.50
	After 29 Years	\$461.90

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Appendix "A(2)"  
 Percentage Longevity for Individuals Promoted to the Rank of Sergeant  
 (Job Specification 2605) on or After 1/1/93 but Before 1/1/98

**Effective 1/21/03**

**Effective 1/21/03**

<b><u>Step 3</u></b>	Bi-Weekly	\$3,217.32
After 1 Year		\$32.17
After 2 Years		\$48.26
After 3 Years		\$64.35
After 4 Years		\$80.43
After 5 Years		\$96.52
After 6 Years		\$112.61
After 7 Years		\$128.69
After 8 Years		\$144.78
After 9 Years		\$160.87
After 10 Years		\$176.95
After 11 Years		\$193.04
After 12 Years		\$209.13
After 13 Years		\$225.21
After 14 Years		\$241.30
After 15 Years		\$257.39
After 16 Years		\$273.47
After 17 Years		\$289.56
After 18 Years		\$305.65
After 19 Years		\$321.73
After 20 Years		\$337.82
After 21 Years		\$353.91
After 22 Years		\$369.99
After 23 Years		\$386.08
After 24 Years		\$402.17
After 25 Years		\$418.25
After 26 Years		\$434.34
After 27 Years		\$450.42
After 28 Years		\$466.51
After 29 Years		\$482.60

<b><u>Step 4</u></b>	Bi-Weekly	\$3,361.54
After 1 Year		\$33.62
After 2 Years		\$50.42
After 3 Years		\$67.23
After 4 Years		\$84.04
After 5 Years		\$100.85
After 6 Years		\$117.65
After 7 Years		\$134.46
After 8 Years		\$151.27
After 9 Years		\$168.08
After 10 Years		\$184.88
After 11 Years		\$201.69
After 12 Years		\$218.50
After 13 Years		\$235.31
After 14 Years		\$252.12
After 15 Years		\$268.92
After 16 Years		\$285.73
After 17 Years		\$302.54
After 18 Years		\$319.35
After 19 Years		\$336.15
After 20 Years		\$352.96
After 21 Years		\$369.77
After 22 Years		\$386.58
After 23 Years		\$403.38
After 24 Years		\$420.19
After 25 Years		\$437.00
After 26 Years		\$453.81
After 27 Years		\$470.62
After 28 Years		\$487.42
After 29 Years		\$504.23

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Appendix "A(2)"  
Percentage Longevity for Individuals Promoted to the Rank of Sergeant  
(Job Specification 2605) on or After 1/1/93 but Before 1/1/98

**Effective 1/21/03**

<b><u>Step 5</u></b>	Bi-Weekly	\$3,513.50
	After 1 Year	\$35.14
	After 2 Years	\$52.70
	After 3 Years	\$70.27
	After 4 Years	\$87.84
	After 5 Years	\$105.41
	After 6 Years	\$122.97
	After 7 Years	\$140.54
	After 8 Years	\$158.11
	After 9 Years	\$175.68
	After 10 Years	\$193.24
	After 11 Years	\$210.81
	After 12 Years	\$228.38
	After 13 Years	\$245.95
	After 14 Years	\$263.51
	After 15 Years	\$281.08
	After 16 Years	\$298.65
	After 17 Years	\$316.22
	After 18 Years	\$333.78
	After 19 Years	\$351.35
	After 20 Years	\$368.92
	After 21 Years	\$386.49
	After 22 Years	\$404.05
	After 23 Years	\$421.62
	After 24 Years	\$439.19
	After 25 Years	\$456.76
	After 26 Years	\$474.32
	After 27 Years	\$491.89
	After 28 Years	\$509.46
	After 29 Years	\$527.03

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Appendix "A(2)"  
 Percentage Longevity for Individuals Promoted to the Rank of Sergeant  
 (Job Specification 2605) on or After 1/1/93 but Before 1/1/98

**Effective 1/21/04**

**Effective 1/21/04**

<u>Step 1</u>	Bi-Weekly	\$3,058.06	<u>Step 2</u>	Bi-Weekly	\$3,194.82
	After 1 Year	\$30.58		After 1 Year	\$31.95
	After 2 Years	\$45.87		After 2 Years	\$47.92
	After 3 Years	\$61.16		After 3 Years	\$63.90
	After 4 Years	\$76.45		After 4 Years	\$79.87
	After 5 Years	\$91.74		After 5 Years	\$95.84
	After 6 Years	\$107.03		After 6 Years	\$111.82
	After 7 Years	\$122.32		After 7 Years	\$127.79
	After 8 Years	\$137.61		After 8 Years	\$143.77
	After 9 Years	\$152.90		After 9 Years	\$159.74
	After 10 Years	\$168.19		After 10 Years	\$175.72
	After 11 Years	\$183.48		After 11 Years	\$191.69
	After 12 Years	\$198.77		After 12 Years	\$207.66
	After 13 Years	\$214.06		After 13 Years	\$223.64
	After 14 Years	\$229.35		After 14 Years	\$239.61
	After 15 Years	\$244.64		After 15 Years	\$255.59
	After 16 Years	\$259.94		After 16 Years	\$271.56
	After 17 Years	\$275.23		After 17 Years	\$287.53
	After 18 Years	\$290.52		After 18 Years	\$303.51
	After 19 Years	\$305.81		After 19 Years	\$319.48
	After 20 Years	\$321.10		After 20 Years	\$335.46
	After 21 Years	\$336.39		After 21 Years	\$351.43
	After 22 Years	\$351.68		After 22 Years	\$367.40
	After 23 Years	\$366.97		After 23 Years	\$383.38
	After 24 Years	\$382.26		After 24 Years	\$399.35
	After 25 Years	\$397.55		After 25 Years	\$415.33
	After 26 Years	\$412.84		After 26 Years	\$431.30
	After 27 Years	\$428.13		After 27 Years	\$447.27
	After 28 Years	\$443.42		After 28 Years	\$463.25
	After 29 Years	\$458.71		After 29 Years	\$479.22

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Appendix "A(2)"  
 Percentage Longevity for Individuals Promoted to the Rank of Sergeant  
 (Job Specification 2605) on or After 1/1/93 but Before 1/1/98

**Effective 1/21/04**

**Effective 1/21/04**

<b><u>Step 3</u></b>	Bi-Weekly	\$3,337.97
After 1 Year		\$33.38
After 2 Years		\$50.07
After 3 Years		\$66.76
After 4 Years		\$83.45
After 5 Years		\$100.14
After 6 Years		\$116.83
After 7 Years		\$133.52
After 8 Years		\$150.21
After 9 Years		\$166.90
After 10 Years		\$183.59
After 11 Years		\$200.28
After 12 Years		\$216.97
After 13 Years		\$233.66
After 14 Years		\$250.35
After 15 Years		\$267.04
After 16 Years		\$283.73
After 17 Years		\$300.42
After 18 Years		\$317.11
After 19 Years		\$333.80
After 20 Years		\$350.49
After 21 Years		\$367.18
After 22 Years		\$383.87
After 23 Years		\$400.56
After 24 Years		\$417.25
After 25 Years		\$433.94
After 26 Years		\$450.63
After 27 Years		\$467.32
After 28 Years		\$484.01
After 29 Years		\$500.70

<b><u>Step 4</u></b>	Bi-Weekly	\$3,487.60
After 1 Year		\$34.88
After 2 Years		\$52.31
After 3 Years		\$69.75
After 4 Years		\$87.19
After 5 Years		\$104.63
After 6 Years		\$122.07
After 7 Years		\$139.50
After 8 Years		\$156.94
After 9 Years		\$174.38
After 10 Years		\$191.82
After 11 Years		\$209.26
After 12 Years		\$226.69
After 13 Years		\$244.13
After 14 Years		\$261.57
After 15 Years		\$279.01
After 16 Years		\$296.45
After 17 Years		\$313.88
After 18 Years		\$331.32
After 19 Years		\$348.76
After 20 Years		\$366.20
After 21 Years		\$383.64
After 22 Years		\$401.07
After 23 Years		\$418.51
After 24 Years		\$435.95
After 25 Years		\$453.39
After 26 Years		\$470.83
After 27 Years		\$488.26
After 28 Years		\$505.70
After 29 Years		\$523.14

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Appendix "A(2)"  
Percentage Longevity for Individuals Promoted to the Rank of Sergeant  
(Job Specification 2605) on or After 1/1/93 but Before 1/1/98

**Effective 1/21/04**

**Step 5**    Bi-Weekly    \$3,645.26

After 1 Year	\$36.45
After 2 Years	\$54.68
After 3 Years	\$72.91
After 4 Years	\$91.13
After 5 Years	\$109.36
After 6 Years	\$127.58
After 7 Years	\$145.81
After 8 Years	\$164.04
After 9 Years	\$182.26
After 10 Years	\$200.49
After 11 Years	\$218.72
After 12 Years	\$236.94
After 13 Years	\$255.17
After 14 Years	\$273.39
After 15 Years	\$291.62
After 16 Years	\$309.85
After 17 Years	\$328.07
After 18 Years	\$346.30
After 19 Years	\$364.53
After 20 Years	\$382.75
After 21 Years	\$400.98
After 22 Years	\$419.20
After 23 Years	\$437.43
After 24 Years	\$455.66
After 25 Years	\$473.88
After 26 Years	\$492.11
After 27 Years	\$510.34
After 28 Years	\$528.56
After 29 Years	\$546.79

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Appendix "A(2)"  
 Percentage Longevity for Individuals Promoted to the Rank of Sergeant  
 (Job Specification 2605) on or After 1/1/93 but Before 1/1/98

**Effective 1/21/05**

**Effective 1/21/05**

<u>Step 1</u>	Bi-Weekly	\$3,165.09
After 1 Year		\$31.65
After 2 Years		\$47.48
After 3 Years		\$63.30
After 4 Years		\$79.13
After 5 Years		\$94.95
After 6 Years		\$110.78
After 7 Years		\$126.60
After 8 Years		\$142.43
After 9 Years		\$158.25
After 10 Years		\$174.08
After 11 Years		\$189.91
After 12 Years		\$205.73
After 13 Years		\$221.56
After 14 Years		\$237.38
After 15 Years		\$253.21
After 16 Years		\$269.03
After 17 Years		\$284.86
After 18 Years		\$300.68
After 19 Years		\$316.51
After 20 Years		\$332.33
After 21 Years		\$348.16
After 22 Years		\$363.99
After 23 Years		\$379.81
After 24 Years		\$395.64
After 25 Years		\$411.46
After 26 Years		\$427.29
After 27 Years		\$443.11
After 28 Years		\$458.94
After 29 Years		\$474.76

<u>Step 2</u>	Bi-Weekly	\$3,306.64
After 1 Year		\$33.07
After 2 Years		\$49.60
After 3 Years		\$66.13
After 4 Years		\$82.67
After 5 Years		\$99.20
After 6 Years		\$115.73
After 7 Years		\$132.27
After 8 Years		\$148.80
After 9 Years		\$165.33
After 10 Years		\$181.87
After 11 Years		\$198.40
After 12 Years		\$214.93
After 13 Years		\$231.46
After 14 Years		\$248.00
After 15 Years		\$264.53
After 16 Years		\$281.06
After 17 Years		\$297.60
After 18 Years		\$314.13
After 19 Years		\$330.66
After 20 Years		\$347.20
After 21 Years		\$363.73
After 22 Years		\$380.26
After 23 Years		\$396.80
After 24 Years		\$413.33
After 25 Years		\$429.86
After 26 Years		\$446.40
After 27 Years		\$462.93
After 28 Years		\$479.46
After 29 Years		\$496.00

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Appendix "A(2)"  
 Percentage Longevity for Individuals Promoted to the Rank of Sergeant  
 (Job Specification 2605) on or After 1/1/93 but Before 1/1/98

**Effective 1/21/05**

**Effective 1/21/05**

<b><u>Step 3</u></b>	Bi-Weekly	\$3,454.80
After 1 Year		\$34.55
After 2 Years		\$51.82
After 3 Years		\$69.10
After 4 Years		\$86.37
After 5 Years		\$103.64
After 6 Years		\$120.92
After 7 Years		\$138.19
After 8 Years		\$155.47
After 9 Years		\$172.74
After 10 Years		\$190.01
After 11 Years		\$207.29
After 12 Years		\$224.56
After 13 Years		\$241.84
After 14 Years		\$259.11
After 15 Years		\$276.38
After 16 Years		\$293.66
After 17 Years		\$310.93
After 18 Years		\$328.21
After 19 Years		\$345.48
After 20 Years		\$362.75
After 21 Years		\$380.03
After 22 Years		\$397.30
After 23 Years		\$414.58
After 24 Years		\$431.85
After 25 Years		\$449.12
After 26 Years		\$466.40
After 27 Years		\$483.67
After 28 Years		\$500.95
After 29 Years		\$518.22

<b><u>Step 4</u></b>	Bi-Weekly	\$3,609.67
After 1 Year		\$36.10
After 2 Years		\$54.15
After 3 Years		\$72.19
After 4 Years		\$90.24
After 5 Years		\$108.29
After 6 Years		\$126.34
After 7 Years		\$144.39
After 8 Years		\$162.44
After 9 Years		\$180.48
After 10 Years		\$198.53
After 11 Years		\$216.58
After 12 Years		\$234.63
After 13 Years		\$252.68
After 14 Years		\$270.73
After 15 Years		\$288.77
After 16 Years		\$306.82
After 17 Years		\$324.87
After 18 Years		\$342.92
After 19 Years		\$360.97
After 20 Years		\$379.02
After 21 Years		\$397.06
After 22 Years		\$415.11
After 23 Years		\$433.16
After 24 Years		\$451.21
After 25 Years		\$469.26
After 26 Years		\$487.31
After 27 Years		\$505.35
After 28 Years		\$523.40
After 29 Years		\$541.45

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Appendix "A(2)"  
Percentage Longevity for Individuals Promoted to the Rank of Sergeant  
(Job Specification 2605) on or After 1/1/93 but Before 1/1/98

Effective 1/21/05

<u>Step 5</u>	Bi-Weekly	\$3,772.84
	After 1 Year	\$37.73
	After 2 Years	\$56.59
	After 3 Years	\$75.46
	After 4 Years	\$94.32
	After 5 Years	\$113.19
	After 6 Years	\$132.05
	After 7 Years	\$150.91
	After 8 Years	\$169.78
	After 9 Years	\$188.64
	After 10 Years	\$207.51
	After 11 Years	\$226.37
	After 12 Years	\$245.23
	After 13 Years	\$264.10
	After 14 Years	\$282.96
	After 15 Years	\$301.83
	After 16 Years	\$320.69
	After 17 Years	\$339.56
	After 18 Years	\$358.42
	After 19 Years	\$377.28
	After 20 Years	\$396.15
	After 21 Years	\$415.01
	After 22 Years	\$433.88
	After 23 Years	\$452.74
	After 24 Years	\$471.61
	After 25 Years	\$490.47
	After 26 Years	\$509.33
	After 27 Years	\$528.20
	After 28 Years	\$547.06
	After 29 Years	\$565.93

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Appendix "A(2)"  
 Percentage Longevity for Individuals Promoted to the Rank of Sergeant  
 (Job Specification 2605) on or After 1/1/93 but Before 1/1/98

**Effective 1/21/06**

**Effective 1/21/06**

<u>Step 1</u>	Bi-Weekly	\$3,260.04	<u>Step 2</u>	Bi-Weekly	\$3,405.84
	After 1 Year	\$32.60		After 1 Year	\$34.06
	After 2 Years	\$48.90		After 2 Years	\$51.09
	After 3 Years	\$65.20		After 3 Years	\$68.12
	After 4 Years	\$81.50		After 4 Years	\$85.15
	After 5 Years	\$97.80		After 5 Years	\$102.18
	After 6 Years	\$114.10		After 6 Years	\$119.20
	After 7 Years	\$130.40		After 7 Years	\$136.23
	After 8 Years	\$146.70		After 8 Years	\$153.26
	After 9 Years	\$163.00		After 9 Years	\$170.29
	After 10 Years	\$179.30		After 10 Years	\$187.32
	After 11 Years	\$195.60		After 11 Years	\$204.35
	After 12 Years	\$211.90		After 12 Years	\$221.38
	After 13 Years	\$228.20		After 13 Years	\$238.41
	After 14 Years	\$244.50		After 14 Years	\$255.44
	After 15 Years	\$260.80		After 15 Years	\$272.47
	After 16 Years	\$277.10		After 16 Years	\$289.50
	After 17 Years	\$293.40		After 17 Years	\$306.53
	After 18 Years	\$309.70		After 18 Years	\$323.55
	After 19 Years	\$326.00		After 19 Years	\$340.58
	After 20 Years	\$342.30		After 20 Years	\$357.61
	After 21 Years	\$358.60		After 21 Years	\$374.64
	After 22 Years	\$374.90		After 22 Years	\$391.67
	After 23 Years	\$391.20		After 23 Years	\$408.70
	After 24 Years	\$407.51		After 24 Years	\$425.73
	After 25 Years	\$423.81		After 25 Years	\$442.76
	After 26 Years	\$440.11		After 26 Years	\$459.79
	After 27 Years	\$456.41		After 27 Years	\$476.82
	After 28 Years	\$472.71		After 28 Years	\$493.85
	After 29 Years	\$489.01		After 29 Years	\$510.88

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Appendix "A(2)"  
 Percentage Longevity for Individuals Promoted to the Rank of Sergeant  
 (Job Specification 2605) on or After 1/1/93 but Before 1/1/98

**Effective 1/21/06**

**Effective 1/21/06**

**Step 3**    Bi-Weekly    \$3,558.44

**Step 4**    Bi-Weekly    \$3,717.96

After 1 Year        \$35.58  
 After 2 Years      \$53.38  
 After 3 Years      \$71.17  
 After 4 Years      \$88.96  
 After 5 Years      \$106.75  
 After 6 Years      \$124.55  
 After 7 Years      \$142.34  
 After 8 Years      \$160.13  
 After 9 Years      \$177.92  
 After 10 Years     \$195.71  
 After 11 Years     \$213.51  
 After 12 Years     \$231.30  
 After 13 Years     \$249.09  
 After 14 Years     \$266.88  
 After 15 Years     \$284.68  
 After 16 Years     \$302.47  
 After 17 Years     \$320.26  
 After 18 Years     \$338.05  
 After 19 Years     \$355.84  
 After 20 Years     \$373.64  
 After 21 Years     \$391.43  
 After 22 Years     \$409.22  
 After 23 Years     \$427.01  
 After 24 Years     \$444.81  
 After 25 Years     \$462.60  
 After 26 Years     \$480.39  
 After 27 Years     \$498.18  
 After 28 Years     \$515.97  
 After 29 Years     \$533.77

After 1 Year        \$37.18  
 After 2 Years      \$55.77  
 After 3 Years      \$74.36  
 After 4 Years      \$92.95  
 After 5 Years      \$111.54  
 After 6 Years      \$130.13  
 After 7 Years      \$148.72  
 After 8 Years      \$167.31  
 After 9 Years      \$185.90  
 After 10 Years     \$204.49  
 After 11 Years     \$223.08  
 After 12 Years     \$241.67  
 After 13 Years     \$260.26  
 After 14 Years     \$278.85  
 After 15 Years     \$297.44  
 After 16 Years     \$316.03  
 After 17 Years     \$334.62  
 After 18 Years     \$353.21  
 After 19 Years     \$371.80  
 After 20 Years     \$390.39  
 After 21 Years     \$408.98  
 After 22 Years     \$427.57  
 After 23 Years     \$446.16  
 After 24 Years     \$464.75  
 After 25 Years     \$483.33  
 After 26 Years     \$501.92  
 After 27 Years     \$520.51  
 After 28 Years     \$539.10  
 After 29 Years     \$557.69

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Appendix "A(2)"  
Percentage Longevity for Individuals Promoted to the Rank of Sergeant  
(Job Specification 2605) on or After 1/1/93 but Before 1/1/98

Effective 1/21/06

Step 5 Bi-Weekly \$3,886.03

After 1 Year	\$38.86
After 2 Years	\$58.29
After 3 Years	\$77.72
After 4 Years	\$97.15
After 5 Years	\$116.58
After 6 Years	\$136.01
After 7 Years	\$155.44
After 8 Years	\$174.87
After 9 Years	\$194.30
After 10 Years	\$213.73
After 11 Years	\$233.16
After 12 Years	\$252.59
After 13 Years	\$272.02
After 14 Years	\$291.45
After 15 Years	\$310.88
After 16 Years	\$330.31
After 17 Years	\$349.74
After 18 Years	\$369.17
After 19 Years	\$388.60
After 20 Years	\$408.03
After 21 Years	\$427.46
After 22 Years	\$446.89
After 23 Years	\$466.32
After 24 Years	\$485.75
After 25 Years	\$505.18
After 26 Years	\$524.61
After 27 Years	\$544.04
After 28 Years	\$563.47
After 29 Years	\$582.90

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Appendix "A(2)"  
 Percentage Longevity for Individuals Promoted to the Rank of Sergeant  
 (Job Specification 2605) on or After 1/1/93 but Before 1/1/98

**Effective 1/21/07**

**Effective 1/21/07**

<b><u>Step 1</u></b>	Bi-Weekly	\$3,357.84
After 1 Year		\$33.58
After 2 Years		\$50.37
After 3 Years		\$67.16
After 4 Years		\$83.95
After 5 Years		\$100.74
After 6 Years		\$117.52
After 7 Years		\$134.31
After 8 Years		\$151.10
After 9 Years		\$167.89
After 10 Years		\$184.68
After 11 Years		\$201.47
After 12 Years		\$218.26
After 13 Years		\$235.05
After 14 Years		\$251.84
After 15 Years		\$268.63
After 16 Years		\$285.42
After 17 Years		\$302.21
After 18 Years		\$318.99
After 19 Years		\$335.78
After 20 Years		\$352.57
After 21 Years		\$369.36
After 22 Years		\$386.15
After 23 Years		\$402.94
After 24 Years		\$419.73
After 25 Years		\$436.52
After 26 Years		\$453.31
After 27 Years		\$470.10
After 28 Years		\$486.89
After 29 Years		\$503.68

<b><u>Step 2</u></b>	Bi-Weekly	\$3,508.02
After 1 Year		\$35.08
After 2 Years		\$52.62
After 3 Years		\$70.16
After 4 Years		\$87.70
After 5 Years		\$105.24
After 6 Years		\$122.78
After 7 Years		\$140.32
After 8 Years		\$157.86
After 9 Years		\$175.40
After 10 Years		\$192.94
After 11 Years		\$210.48
After 12 Years		\$228.02
After 13 Years		\$245.56
After 14 Years		\$263.10
After 15 Years		\$280.64
After 16 Years		\$298.18
After 17 Years		\$315.72
After 18 Years		\$333.26
After 19 Years		\$350.80
After 20 Years		\$368.34
After 21 Years		\$385.88
After 22 Years		\$403.42
After 23 Years		\$420.96
After 24 Years		\$438.50
After 25 Years		\$456.04
After 26 Years		\$473.58
After 27 Years		\$491.12
After 28 Years		\$508.66
After 29 Years		\$526.20

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Appendix "A(2)"  
 Percentage Longevity for Individuals Promoted to the Rank of Sergeant  
 (Job Specification 2605) on or After 1/1/93 but Before 1/1/98

**Effective 1/21/07**

**Effective 1/21/07**

<b><u>Step 3</u></b>	<b>Bi-Weekly</b>	<b>\$3,665.19</b>
After 1 Year	\$36.65	
After 2 Years	\$54.98	
After 3 Years	\$73.30	
After 4 Years	\$91.63	
After 5 Years	\$109.96	
After 6 Years	\$128.28	
After 7 Years	\$146.61	
After 8 Years	\$164.93	
After 9 Years	\$183.26	
After 10 Years	\$201.59	
After 11 Years	\$219.91	
After 12 Years	\$238.24	
After 13 Years	\$256.56	
After 14 Years	\$274.89	
After 15 Years	\$293.22	
After 16 Years	\$311.54	
After 17 Years	\$329.87	
After 18 Years	\$348.19	
After 19 Years	\$366.52	
After 20 Years	\$384.84	
After 21 Years	\$403.17	
After 22 Years	\$421.50	
After 23 Years	\$439.82	
After 24 Years	\$458.15	
After 25 Years	\$476.47	
After 26 Years	\$494.80	
After 27 Years	\$513.13	
After 28 Years	\$531.45	
After 29 Years	\$549.78	

<b><u>Step 4</u></b>	<b>Bi-Weekly</b>	<b>\$3,829.50</b>
After 1 Year	\$38.30	
After 2 Years	\$57.44	
After 3 Years	\$76.59	
After 4 Years	\$95.74	
After 5 Years	\$114.89	
After 6 Years	\$134.03	
After 7 Years	\$153.18	
After 8 Years	\$172.33	
After 9 Years	\$191.48	
After 10 Years	\$210.62	
After 11 Years	\$229.77	
After 12 Years	\$248.92	
After 13 Years	\$268.07	
After 14 Years	\$287.21	
After 15 Years	\$306.36	
After 16 Years	\$325.51	
After 17 Years	\$344.66	
After 18 Years	\$363.80	
After 19 Years	\$382.95	
After 20 Years	\$402.10	
After 21 Years	\$421.25	
After 22 Years	\$440.39	
After 23 Years	\$459.54	
After 24 Years	\$478.69	
After 25 Years	\$497.84	
After 26 Years	\$516.98	
After 27 Years	\$536.13	
After 28 Years	\$555.28	
After 29 Years	\$574.43	

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Appendix "A(2)"  
Percentage Longevity for Individuals Promoted to the Rank of Sergeant  
(Job Specification 2605) on or After 1/1/93 but Before 1/1/98

Effective 1/21/07

<u>Step 5</u>	Bi-Weekly	\$4,002.61
	After 1 Year	\$40.03
	After 2 Years	\$60.04
	After 3 Years	\$80.05
	After 4 Years	\$100.07
	After 5 Years	\$120.08
	After 6 Years	\$140.09
	After 7 Years	\$160.10
	After 8 Years	\$180.12
	After 9 Years	\$200.13
	After 10 Years	\$220.14
	After 11 Years	\$240.16
	After 12 Years	\$260.17
	After 13 Years	\$280.18
	After 14 Years	\$300.20
	After 15 Years	\$320.21
	After 16 Years	\$340.22
	After 17 Years	\$360.23
	After 18 Years	\$380.25
	After 19 Years	\$400.26
	After 20 Years	\$420.27
	After 21 Years	\$440.29
	After 22 Years	\$460.30
	After 23 Years	\$480.31
	After 24 Years	\$500.33
	After 25 Years	\$520.34
	After 26 Years	\$540.35
	After 27 Years	\$560.37
	After 28 Years	\$580.38
	After 29 Years	\$600.39

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Appendix "A(2)"  
 Percentage Longevity for Individuals Promoted to the Rank of Sergeant  
 (Job Specification 2605) on or After 1/1/93 but Before 1/1/98

**Effective 1/21/08**

**Effective 1/21/08**

<u>Step 1</u>	Bi-Weekly	\$3,492.15	<u>Step 2</u>	Bi-Weekly	\$3,648.34
	After 1 Year	\$34.92		After 1 Year	\$36.48
	After 2 Years	\$52.38		After 2 Years	\$54.73
	After 3 Years	\$69.84		After 3 Years	\$72.97
	After 4 Years	\$87.30		After 4 Years	\$91.21
	After 5 Years	\$104.76		After 5 Years	\$109.45
	After 6 Years	\$122.23		After 6 Years	\$127.69
	After 7 Years	\$139.69		After 7 Years	\$145.93
	After 8 Years	\$157.15		After 8 Years	\$164.18
	After 9 Years	\$174.61		After 9 Years	\$182.42
	After 10 Years	\$192.07		After 10 Years	\$200.66
	After 11 Years	\$209.53		After 11 Years	\$218.90
	After 12 Years	\$226.99		After 12 Years	\$237.14
	After 13 Years	\$244.45		After 13 Years	\$255.38
	After 14 Years	\$261.91		After 14 Years	\$273.63
	After 15 Years	\$279.37		After 15 Years	\$291.87
	After 16 Years	\$296.83		After 16 Years	\$310.11
	After 17 Years	\$314.29		After 17 Years	\$328.35
	After 18 Years	\$331.75		After 18 Years	\$346.59
	After 19 Years	\$349.22		After 19 Years	\$364.83
	After 20 Years	\$366.68		After 20 Years	\$383.08
	After 21 Years	\$384.14		After 21 Years	\$401.32
	After 22 Years	\$401.60		After 22 Years	\$419.56
	After 23 Years	\$419.06		After 23 Years	\$437.80
	After 24 Years	\$436.52		After 24 Years	\$456.04
	After 25 Years	\$453.98		After 25 Years	\$474.28
	After 26 Years	\$471.44		After 26 Years	\$492.53
	After 27 Years	\$488.90		After 27 Years	\$510.77
	After 28 Years	\$506.36		After 28 Years	\$529.01
	After 29 Years	\$523.82		After 29 Years	\$547.25

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Appendix "A(2)"  
 Percentage Longevity for Individuals Promoted to the Rank of Sergeant  
 (Job Specification 2605) on or After 1/1/93 but Before 1/1/98

**Effective 1/21/08**

**Effective 1/21/08**

<u>Step 3</u>	Bi-Weekly	\$3,811.80	<u>Step 4</u>	Bi-Weekly	\$3,982.68
	After 1 Year	\$38.12		After 1 Year	\$39.83
	After 2 Years	\$57.18		After 2 Years	\$59.74
	After 3 Years	\$76.24		After 3 Years	\$79.65
	After 4 Years	\$95.30		After 4 Years	\$99.57
	After 5 Years	\$114.35		After 5 Years	\$119.48
	After 6 Years	\$133.41		After 6 Years	\$139.39
	After 7 Years	\$152.47		After 7 Years	\$159.31
	After 8 Years	\$171.53		After 8 Years	\$179.22
	After 9 Years	\$190.59		After 9 Years	\$199.13
	After 10 Years	\$209.65		After 10 Years	\$219.05
	After 11 Years	\$228.71		After 11 Years	\$238.96
	After 12 Years	\$247.77		After 12 Years	\$258.87
	After 13 Years	\$266.83		After 13 Years	\$278.79
	After 14 Years	\$285.89		After 14 Years	\$298.70
	After 15 Years	\$304.94		After 15 Years	\$318.61
	After 16 Years	\$324.00		After 16 Years	\$338.53
	After 17 Years	\$343.06		After 17 Years	\$358.44
	After 18 Years	\$362.12		After 18 Years	\$378.35
	After 19 Years	\$381.18		After 19 Years	\$398.27
	After 20 Years	\$400.24		After 20 Years	\$418.18
	After 21 Years	\$419.30		After 21 Years	\$438.09
	After 22 Years	\$438.36		After 22 Years	\$458.01
	After 23 Years	\$457.42		After 23 Years	\$477.92
	After 24 Years	\$476.48		After 24 Years	\$497.84
	After 25 Years	\$495.53		After 25 Years	\$517.75
	After 26 Years	\$514.59		After 26 Years	\$537.66
	After 27 Years	\$533.65		After 27 Years	\$557.58
	After 28 Years	\$552.71		After 28 Years	\$577.49
	After 29 Years	\$571.77		After 29 Years	\$597.40

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Appendix "A(2)"  
Percentage Longevity for Individuals Promoted to the Rank of Sergeant  
(Job Specification 2605) on or After 1/1/93 but Before 1/1/98

Effective 1/21/08

<u>Step 5</u>	Bi-Weekly	\$4,162.71
	After 1 Year	\$41.63
	After 2 Years	\$62.44
	After 3 Years	\$83.25
	After 4 Years	\$104.07
	After 5 Years	\$124.88
	After 6 Years	\$145.69
	After 7 Years	\$166.51
	After 8 Years	\$187.32
	After 9 Years	\$208.14
	After 10 Years	\$228.95
	After 11 Years	\$249.76
	After 12 Years	\$270.58
	After 13 Years	\$291.39
	After 14 Years	\$312.20
	After 15 Years	\$333.02
	After 16 Years	\$353.83
	After 17 Years	\$374.64
	After 18 Years	\$395.46
	After 19 Years	\$416.27
	After 20 Years	\$437.08
	After 21 Years	\$457.90
	After 22 Years	\$478.71
	After 23 Years	\$499.53
	After 24 Years	\$520.34
	After 25 Years	\$541.15
	After 26 Years	\$561.97
	After 27 Years	\$582.78
	After 28 Years	\$603.59
	After 29 Years	\$624.41

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Appendix "A(2)"  
 Percentage Longevity for Individuals Promoted to the Rank of Sergeant  
 (Job Specification 2605) on or After 1/1/93 but Before 1/1/98

**Effective 1/21/09**

**Effective 1/21/09**

<u>Step 1</u>	Bi-Weekly	\$3,631.84	<u>Step 2</u>	Bi-Weekly	\$3,794.27
	After 1 Year	\$36.32		After 1 Year	\$37.94
	After 2 Years	\$54.48		After 2 Years	\$56.91
	After 3 Years	\$72.64		After 3 Years	\$75.89
	After 4 Years	\$90.80		After 4 Years	\$94.86
	After 5 Years	\$108.96		After 5 Years	\$113.83
	After 6 Years	\$127.11		After 6 Years	\$132.80
	After 7 Years	\$145.27		After 7 Years	\$151.77
	After 8 Years	\$163.43		After 8 Years	\$170.74
	After 9 Years	\$181.59		After 9 Years	\$189.71
	After 10 Years	\$199.75		After 10 Years	\$208.68
	After 11 Years	\$217.91		After 11 Years	\$227.66
	After 12 Years	\$236.07		After 12 Years	\$246.63
	After 13 Years	\$254.23		After 13 Years	\$265.60
	After 14 Years	\$272.39		After 14 Years	\$284.57
	After 15 Years	\$290.55		After 15 Years	\$303.54
	After 16 Years	\$308.71		After 16 Years	\$322.51
	After 17 Years	\$326.87		After 17 Years	\$341.48
	After 18 Years	\$345.02		After 18 Years	\$360.46
	After 19 Years	\$363.18		After 19 Years	\$379.43
	After 20 Years	\$381.34		After 20 Years	\$398.40
	After 21 Years	\$399.50		After 21 Years	\$417.37
	After 22 Years	\$417.66		After 22 Years	\$436.34
	After 23 Years	\$435.82		After 23 Years	\$455.31
	After 24 Years	\$453.98		After 24 Years	\$474.28
	After 25 Years	\$472.14		After 25 Years	\$493.26
	After 26 Years	\$490.30		After 26 Years	\$512.23
	After 27 Years	\$508.46		After 27 Years	\$531.20
	After 28 Years	\$526.62		After 28 Years	\$550.17
	After 29 Years	\$544.78		After 29 Years	\$569.14

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Appendix "A(2)"  
 Percentage Longevity for Individuals Promoted to the Rank of Sergeant  
 (Job Specification 2605) on or After 1/1/93 but Before 1/1/98

**Effective 1/21/09**

**Effective 1/21/09**

<u>Step 3</u>	Bi-Weekly	\$3,964.27
	After 1 Year	\$39.64
	After 2 Years	\$59.46
	After 3 Years	\$79.29
	After 4 Years	\$99.11
	After 5 Years	\$118.93
	After 6 Years	\$138.75
	After 7 Years	\$158.57
	After 8 Years	\$178.39
	After 9 Years	\$198.21
	After 10 Years	\$218.03
	After 11 Years	\$237.86
	After 12 Years	\$257.68
	After 13 Years	\$277.50
	After 14 Years	\$297.32
	After 15 Years	\$317.14
	After 16 Years	\$336.96
	After 17 Years	\$356.78
	After 18 Years	\$376.61
	After 19 Years	\$396.43
	After 20 Years	\$416.25
	After 21 Years	\$436.07
	After 22 Years	\$455.89
	After 23 Years	\$475.71
	After 24 Years	\$495.53
	After 25 Years	\$515.36
	After 26 Years	\$535.18
	After 27 Years	\$555.00
	After 28 Years	\$574.82
	After 29 Years	\$594.64

<u>Step 4</u>	Bi-Weekly	\$4,141.99
	After 1 Year	\$41.42
	After 2 Years	\$62.13
	After 3 Years	\$82.84
	After 4 Years	\$103.55
	After 5 Years	\$124.26
	After 6 Years	\$144.97
	After 7 Years	\$165.68
	After 8 Years	\$186.39
	After 9 Years	\$207.10
	After 10 Years	\$227.81
	After 11 Years	\$248.52
	After 12 Years	\$269.23
	After 13 Years	\$289.94
	After 14 Years	\$310.65
	After 15 Years	\$331.36
	After 16 Years	\$352.07
	After 17 Years	\$372.78
	After 18 Years	\$393.49
	After 19 Years	\$414.20
	After 20 Years	\$434.91
	After 21 Years	\$455.62
	After 22 Years	\$476.33
	After 23 Years	\$497.04
	After 24 Years	\$517.75
	After 25 Years	\$538.46
	After 26 Years	\$559.17
	After 27 Years	\$579.88
	After 28 Years	\$600.59
	After 29 Years	\$621.30

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Appendix "A(2)"  
Percentage Longevity for Individuals Promoted to the Rank of Sergeant  
(Job Specification 2605) on or After 1/1/93 but Before 1/1/98

Effective 1/21/09

<u>Step 5</u>	Bi-Weekly	\$4,329.22
	After 1 Year	\$43.29
	After 2 Years	\$64.94
	After 3 Years	\$86.58
	After 4 Years	\$108.23
	After 5 Years	\$129.88
	After 6 Years	\$151.52
	After 7 Years	\$173.17
	After 8 Years	\$194.81
	After 9 Years	\$216.46
	After 10 Years	\$238.11
	After 11 Years	\$259.75
	After 12 Years	\$281.40
	After 13 Years	\$303.05
	After 14 Years	\$324.69
	After 15 Years	\$346.34
	After 16 Years	\$367.98
	After 17 Years	\$389.63
	After 18 Years	\$411.28
	After 19 Years	\$432.92
	After 20 Years	\$454.57
	After 21 Years	\$476.21
	After 22 Years	\$497.86
	After 23 Years	\$519.51
	After 24 Years	\$541.15
	After 25 Years	\$562.80
	After 26 Years	\$584.44
	After 27 Years	\$606.09
	After 28 Years	\$627.74
	After 29 Years	\$649.38

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Appendix "A (3)"  
 Salary Ranges for Individuals Promoted to the Rank of Police Sergeant  
 (Job Specification 2605) on or After 1/1/98 but Before the Execution of the MOA

**Effective 1/21/03**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	starting rate	\$2,994.13	\$77,847.38
2	After 1st Yr	\$3,181.26	\$82,712.76
3	After 2nd Yr	\$3,368.39	\$87,578.14

**Effective 1/21/04**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	starting rate	\$3,106.41	\$80,766.66
2	After 1st Yr	\$3,300.56	\$85,814.56
3	After 2nd Yr	\$3,494.70	\$90,862.20

**Effective 1/21/05**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	starting rate	\$3,215.13	\$83,593.38
2	After 1st Yr	\$3,416.08	\$88,818.08
3	After 2nd Yr	\$3,617.01	\$94,042.26

**Effective 1/21/06**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	starting rate	\$3,311.58	\$86,101.08
2	After 1st Yr	\$3,518.56	\$91,482.56
3	After 2nd Yr	\$3,725.52	\$96,863.52

**Effective 1/21/07**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	starting rate	\$3,410.93	\$88,684.18
2	After 1st Yr	\$3,624.12	\$94,227.12
3	After 2nd Yr	\$3,837.29	\$99,769.54

**Effective 1/21/08**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	starting rate	\$3,547.37	\$92,231.62
2	After 1st Yr	\$3,769.08	\$97,996.08
3	After 2nd Yr	\$3,990.78	\$103,760.28

**Effective 1/21/09**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	starting rate	\$3,689.26	\$95,920.76
2	After 1st Yr	\$3,919.84	\$101,915.84
3	After 2nd Yr	\$4,150.41	\$107,910.66

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Appendix "A (3)"  
 Percentage Longevity for Individuals Promoted to the Rank of Police Sergeant  
 (Job Specification 2605) on or After 1/1/98 but Before the Execution of the MOA

**Effective 1/21/03**

<u>Step 1</u>	Bi-Weekly	\$2,994.13
	After 1 Year	\$29.94
	After 2 Years	\$44.91
	After 3 Years	\$59.88
	After 4 Years	\$74.85
	After 5 Years	\$89.82
	After 6 Years	\$104.79
	After 7 Years	\$119.77
	After 8 Years	\$134.74
	After 9 Years	\$149.71
	After 10 Years	\$164.68
	After 11 Years	\$179.65
	After 12 Years	\$194.62
	After 13 Years	\$209.59
	After 14 Years	\$224.56
	After 15 Years	\$239.53
	After 16 Years	\$254.50
	After 17 Years	\$269.47
	After 18 Years	\$284.44
	After 19 Years	\$299.41
	After 20 Years	\$314.38
	After 21 Years	\$329.35
	After 22 Years	\$344.32
	After 23 Years	\$359.30
	After 24 Years	\$374.27
	After 25 Years	\$389.24
	After 26 Years	\$404.21
	After 27 Years	\$419.18
	After 28 Years	\$434.15
	After 29 Years	\$449.12

**Effective 1/21/03**

<u>Step 2</u>	Bi-Weekly	\$3,181.26
	After 1 Year	\$31.81
	After 2 Years	\$47.72
	After 3 Years	\$63.63
	After 4 Years	\$79.53
	After 5 Years	\$95.44
	After 6 Years	\$111.34
	After 7 Years	\$127.25
	After 8 Years	\$143.16
	After 9 Years	\$159.06
	After 10 Years	\$174.97
	After 11 Years	\$190.88
	After 12 Years	\$206.78
	After 13 Years	\$222.69
	After 14 Years	\$238.59
	After 15 Years	\$254.50
	After 16 Years	\$270.41
	After 17 Years	\$286.31
	After 18 Years	\$302.22
	After 19 Years	\$318.13
	After 20 Years	\$334.03
	After 21 Years	\$349.94
	After 22 Years	\$365.84
	After 23 Years	\$381.75
	After 24 Years	\$397.66
	After 25 Years	\$413.56
	After 26 Years	\$429.47
	After 27 Years	\$445.38
	After 28 Years	\$461.28
	After 29 Years	\$477.19

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Appendix "A (3)"  
Percentage Longevity for Individuals Promoted to the Rank of Police Sergeant  
(Job Specification 2605) on or After 1/1/98 but Before the Execution of the MOA

Effective 1/21/03

<u>Step 3</u>	Bi-Weekly	\$3,368.39
	After 1 Year	\$33.68
	After 2 Years	\$50.53
	After 3 Years	\$67.37
	After 4 Years	\$84.21
	After 5 Years	\$101.05
	After 6 Years	\$117.89
	After 7 Years	\$134.74
	After 8 Years	\$151.58
	After 9 Years	\$168.42
	After 10 Years	\$185.26
	After 11 Years	\$202.10
	After 12 Years	\$218.95
	After 13 Years	\$235.79
	After 14 Years	\$252.63
	After 15 Years	\$269.47
	After 16 Years	\$286.31
	After 17 Years	\$303.16
	After 18 Years	\$320.00
	After 19 Years	\$336.84
	After 20 Years	\$353.68
	After 21 Years	\$370.52
	After 22 Years	\$387.36
	After 23 Years	\$404.21
	After 24 Years	\$421.05
	After 25 Years	\$437.89
	After 26 Years	\$454.73
	After 27 Years	\$471.57
	After 28 Years	\$488.42
	After 29 Years	\$505.26

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Appendix "A (3)"  
 Percentage Longevity for Individuals Promoted to the Rank of Police Sergeant  
 (Job Specification 2605) on or After 1/1/98 but Before the Execution of the MOA

**Effective 1/21/04**

**Effective 1/21/04**

<u>Step 1</u>	Bi-Weekly	\$3,106.41	<u>Step 2</u>	Bi-Weekly	\$3,300.56
	After 1 Year	\$31.06		After 1 Year	\$33.01
	After 2 Years	\$46.60		After 2 Years	\$49.51
	After 3 Years	\$62.13		After 3 Years	\$66.01
	After 4 Years	\$77.66		After 4 Years	\$82.51
	After 5 Years	\$93.19		After 5 Years	\$99.02
	After 6 Years	\$108.72		After 6 Years	\$115.52
	After 7 Years	\$124.26		After 7 Years	\$132.02
	After 8 Years	\$139.79		After 8 Years	\$148.53
	After 9 Years	\$155.32		After 9 Years	\$165.03
	After 10 Years	\$170.85		After 10 Years	\$181.53
	After 11 Years	\$186.38		After 11 Years	\$198.03
	After 12 Years	\$201.92		After 12 Years	\$214.54
	After 13 Years	\$217.45		After 13 Years	\$231.04
	After 14 Years	\$232.98		After 14 Years	\$247.54
	After 15 Years	\$248.51		After 15 Years	\$264.04
	After 16 Years	\$264.04		After 16 Years	\$280.55
	After 17 Years	\$279.58		After 17 Years	\$297.05
	After 18 Years	\$295.11		After 18 Years	\$313.55
	After 19 Years	\$310.64		After 19 Years	\$330.06
	After 20 Years	\$326.17		After 20 Years	\$346.56
	After 21 Years	\$341.71		After 21 Years	\$363.06
	After 22 Years	\$357.24		After 22 Years	\$379.56
	After 23 Years	\$372.77		After 23 Years	\$396.07
	After 24 Years	\$388.30		After 24 Years	\$412.57
	After 25 Years	\$403.83		After 25 Years	\$429.07
	After 26 Years	\$419.37		After 26 Years	\$445.58
	After 27 Years	\$434.90		After 27 Years	\$462.08
	After 28 Years	\$450.43		After 28 Years	\$478.58
	After 29 Years	\$465.96		After 29 Years	\$495.08

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Appendix "A (3)"  
Percentage Longevity for Individuals Promoted to the Rank of Police Sergeant  
(Job Specification 2605) on or After 1/1/98 but Before the Execution of the MOA

Effective 1/21/04

<u>Step 3</u>	Bi-Weekly	\$3,494.70
	After 1 Year	\$34.95
	After 2 Years	\$52.42
	After 3 Years	\$69.89
	After 4 Years	\$87.37
	After 5 Years	\$104.84
	After 6 Years	\$122.31
	After 7 Years	\$139.79
	After 8 Years	\$157.26
	After 9 Years	\$174.74
	After 10 Years	\$192.21
	After 11 Years	\$209.68
	After 12 Years	\$227.16
	After 13 Years	\$244.63
	After 14 Years	\$262.10
	After 15 Years	\$279.58
	After 16 Years	\$297.05
	After 17 Years	\$314.52
	After 18 Years	\$332.00
	After 19 Years	\$349.47
	After 20 Years	\$366.94
	After 21 Years	\$384.42
	After 22 Years	\$401.89
	After 23 Years	\$419.36
	After 24 Years	\$436.84
	After 25 Years	\$454.31
	After 26 Years	\$471.78
	After 27 Years	\$489.26
	After 28 Years	\$506.73
	After 29 Years	\$524.21

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Appendix "A (3)"

Percentage Longevity for Individuals Promoted to the Rank of Police Sergeant  
(Job Specification 2605) on or After 1/1/98 but Before the Execution of the MOA

**Effective 1/21/05**

**Effective 1/21/05**

<u>Step 1</u>	Bi-Weekly	\$3,215.13	<u>Step 2</u>	Bi-Weekly	\$3,416.08
	After 1 Year	\$32.15		After 1 Year	\$34.16
	After 2 Years	\$48.23		After 2 Years	\$51.24
	After 3 Years	\$64.30		After 3 Years	\$68.32
	After 4 Years	\$80.38		After 4 Years	\$85.40
	After 5 Years	\$96.45		After 5 Years	\$102.48
	After 6 Years	\$112.53		After 6 Years	\$119.56
	After 7 Years	\$128.61		After 7 Years	\$136.64
	After 8 Years	\$144.68		After 8 Years	\$153.72
	After 9 Years	\$160.76		After 9 Years	\$170.80
	After 10 Years	\$176.83		After 10 Years	\$187.88
	After 11 Years	\$192.91		After 11 Years	\$204.96
	After 12 Years	\$208.98		After 12 Years	\$222.05
	After 13 Years	\$225.06		After 13 Years	\$239.13
	After 14 Years	\$241.13		After 14 Years	\$256.21
	After 15 Years	\$257.21		After 15 Years	\$273.29
	After 16 Years	\$273.29		After 16 Years	\$290.37
	After 17 Years	\$289.36		After 17 Years	\$307.45
	After 18 Years	\$305.44		After 18 Years	\$324.53
	After 19 Years	\$321.51		After 19 Years	\$341.61
	After 20 Years	\$337.59		After 20 Years	\$358.69
	After 21 Years	\$353.66		After 21 Years	\$375.77
	After 22 Years	\$369.74		After 22 Years	\$392.85
	After 23 Years	\$385.82		After 23 Years	\$409.93
	After 24 Years	\$401.89		After 24 Years	\$427.01
	After 25 Years	\$417.97		After 25 Years	\$444.09
	After 26 Years	\$434.04		After 26 Years	\$461.17
	After 27 Years	\$450.12		After 27 Years	\$478.25
	After 28 Years	\$466.19		After 28 Years	\$495.33
	After 29 Years	\$482.27		After 29 Years	\$512.41

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Appendix "A (3)"

Percentage Longevity for Individuals Promoted to the Rank of Police Sergeant  
(Job Specification 2605) on or After 1/1/98 but Before the Execution of the MOA

Effective 1/21/05

<u>Step 3</u>	Bi-Weekly	\$3,617.01
	After 1 Year	\$36.17
	After 2 Years	\$54.26
	After 3 Years	\$72.34
	After 4 Years	\$90.43
	After 5 Years	\$108.51
	After 6 Years	\$126.60
	After 7 Years	\$144.68
	After 8 Years	\$162.77
	After 9 Years	\$180.85
	After 10 Years	\$198.94
	After 11 Years	\$217.02
	After 12 Years	\$235.11
	After 13 Years	\$253.19
	After 14 Years	\$271.28
	After 15 Years	\$289.36
	After 16 Years	\$307.45
	After 17 Years	\$325.53
	After 18 Years	\$343.62
	After 19 Years	\$361.70
	After 20 Years	\$379.79
	After 21 Years	\$397.87
	After 22 Years	\$415.96
	After 23 Years	\$434.04
	After 24 Years	\$452.13
	After 25 Years	\$470.21
	After 26 Years	\$488.30
	After 27 Years	\$506.38
	After 28 Years	\$524.47
	After 29 Years	\$542.55

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Appendix "A (3)"  
 Percentage Longevity for Individuals Promoted to the Rank of Police Sergeant  
 (Job Specification 2605) on or After 1/1/98 but Before the Execution of the MOA

**Effective 1/21/06**

**Effective 1/21/06**

<u>Step 1</u>	Bi-Weekly	\$3,311.58
After 1 Year	\$33.12	
After 2 Years	\$49.67	
After 3 Years	\$66.23	
After 4 Years	\$82.79	
After 5 Years	\$99.35	
After 6 Years	\$115.91	
After 7 Years	\$132.46	
After 8 Years	\$149.02	
After 9 Years	\$165.58	
After 10 Years	\$182.14	
After 11 Years	\$198.69	
After 12 Years	\$215.25	
After 13 Years	\$231.81	
After 14 Years	\$248.37	
After 15 Years	\$264.93	
After 16 Years	\$281.48	
After 17 Years	\$298.04	
After 18 Years	\$314.60	
After 19 Years	\$331.16	
After 20 Years	\$347.72	
After 21 Years	\$364.27	
After 22 Years	\$380.83	
After 23 Years	\$397.39	
After 24 Years	\$413.95	
After 25 Years	\$430.51	
After 26 Years	\$447.06	
After 27 Years	\$463.62	
After 28 Years	\$480.18	
After 29 Years	\$496.74	

<u>Step 2</u>	Bi-Weekly	\$3,518.56
After 1 Year	\$35.19	
After 2 Years	\$52.78	
After 3 Years	\$70.37	
After 4 Years	\$87.96	
After 5 Years	\$105.56	
After 6 Years	\$123.15	
After 7 Years	\$140.74	
After 8 Years	\$158.34	
After 9 Years	\$175.93	
After 10 Years	\$193.52	
After 11 Years	\$211.11	
After 12 Years	\$228.71	
After 13 Years	\$246.30	
After 14 Years	\$263.89	
After 15 Years	\$281.48	
After 16 Years	\$299.08	
After 17 Years	\$316.67	
After 18 Years	\$334.26	
After 19 Years	\$351.86	
After 20 Years	\$369.45	
After 21 Years	\$387.04	
After 22 Years	\$404.63	
After 23 Years	\$422.23	
After 24 Years	\$439.82	
After 25 Years	\$457.41	
After 26 Years	\$475.01	
After 27 Years	\$492.60	
After 28 Years	\$510.19	
After 29 Years	\$527.78	

Appendix "A (3)"  
Percentage Longevity for Individuals Promoted to the Rank of Police Sergeant  
(Job Specification 2605) on or After 1/1/98 but Before the Execution of the MOA

**Effective 1/21/06**

<b><u>Step 3</u></b>	<b>Bi-Weekly</b>	<b>\$3,725.52</b>
	After 1 Year	\$37.26
	After 2 Years	\$55.88
	After 3 Years	\$74.51
	After 4 Years	\$93.14
	After 5 Years	\$111.77
	After 6 Years	\$130.39
	After 7 Years	\$149.02
	After 8 Years	\$167.65
	After 9 Years	\$186.28
	After 10 Years	\$204.90
	After 11 Years	\$223.53
	After 12 Years	\$242.16
	After 13 Years	\$260.79
	After 14 Years	\$279.41
	After 15 Years	\$298.04
	After 16 Years	\$316.67
	After 17 Years	\$335.30
	After 18 Years	\$353.92
	After 19 Years	\$372.55
	After 20 Years	\$391.18
	After 21 Years	\$409.81
	After 22 Years	\$428.43
	After 23 Years	\$447.06
	After 24 Years	\$465.69
	After 25 Years	\$484.32
	After 26 Years	\$502.95
	After 27 Years	\$521.57
	After 28 Years	\$540.20
	After 29 Years	\$558.83

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Appendix "A (3)"  
 Percentage Longevity for Individuals Promoted to the Rank of Police Sergeant  
 (Job Specification 2605) on or After 1/1/98 but Before the Execution of the MOA

**Effective 1/21/07**

**Effective 1/21/07**

<u>Step 1</u>	Bi-Weekly	\$3,410.93
	After 1 Year	\$34.11
	After 2 Years	\$51.16
	After 3 Years	\$68.22
	After 4 Years	\$85.27
	After 5 Years	\$102.33
	After 6 Years	\$119.38
	After 7 Years	\$136.44
	After 8 Years	\$153.49
	After 9 Years	\$170.55
	After 10 Years	\$187.60
	After 11 Years	\$204.66
	After 12 Years	\$221.71
	After 13 Years	\$238.77
	After 14 Years	\$255.82
	After 15 Years	\$272.87
	After 16 Years	\$289.93
	After 17 Years	\$306.98
	After 18 Years	\$324.04
	After 19 Years	\$341.09
	After 20 Years	\$358.15
	After 21 Years	\$375.20
	After 22 Years	\$392.26
	After 23 Years	\$409.31
	After 24 Years	\$426.37
	After 25 Years	\$443.42
	After 26 Years	\$460.48
	After 27 Years	\$477.53
	After 28 Years	\$494.58
	After 29 Years	\$511.64

<u>Step 2</u>	Bi-Weekly	\$3,624.12
	After 1 Year	\$36.24
	After 2 Years	\$54.36
	After 3 Years	\$72.48
	After 4 Years	\$90.60
	After 5 Years	\$108.72
	After 6 Years	\$126.84
	After 7 Years	\$144.96
	After 8 Years	\$163.09
	After 9 Years	\$181.21
	After 10 Years	\$199.33
	After 11 Years	\$217.45
	After 12 Years	\$235.57
	After 13 Years	\$253.69
	After 14 Years	\$271.81
	After 15 Years	\$289.93
	After 16 Years	\$308.05
	After 17 Years	\$326.17
	After 18 Years	\$344.29
	After 19 Years	\$362.41
	After 20 Years	\$380.53
	After 21 Years	\$398.65
	After 22 Years	\$416.77
	After 23 Years	\$434.89
	After 24 Years	\$453.02
	After 25 Years	\$471.14
	After 26 Years	\$489.26
	After 27 Years	\$507.38
	After 28 Years	\$525.50
	After 29 Years	\$543.62

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Appendix "A (3)"  
Percentage Longevity for Individuals Promoted to the Rank of Police Sergeant  
(Job Specification 2605) on or After 1/1/98 but Before the Execution of the MOA

**Effective 1/21/07**

<b><u>Step 3</u></b>	<b>Bi-Weekly</b>	<b>\$3,837.29</b>
	After 1 Year	\$38.37
	After 2 Years	\$57.56
	After 3 Years	\$76.75
	After 4 Years	\$95.93
	After 5 Years	\$115.12
	After 6 Years	\$134.31
	After 7 Years	\$153.49
	After 8 Years	\$172.68
	After 9 Years	\$191.86
	After 10 Years	\$211.05
	After 11 Years	\$230.24
	After 12 Years	\$249.42
	After 13 Years	\$268.61
	After 14 Years	\$287.80
	After 15 Years	\$306.98
	After 16 Years	\$326.17
	After 17 Years	\$345.36
	After 18 Years	\$364.54
	After 19 Years	\$383.73
	After 20 Years	\$402.92
	After 21 Years	\$422.10
	After 22 Years	\$441.29
	After 23 Years	\$460.47
	After 24 Years	\$479.66
	After 25 Years	\$498.85
	After 26 Years	\$518.03
	After 27 Years	\$537.22
	After 28 Years	\$556.41
	After 29 Years	\$575.59

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Appendix "A (3)"

Percentage Longevity for Individuals Promoted to the Rank of Police Sergeant  
(Job Specification 2605) on or After 1/1/98 but Before the Execution of the MOA

**Effective 1/21/08**

**Effective 1/21/08**

<u>Step 1</u>	Bi-Weekly	\$3,547.37
	After 1 Year	\$35.47
	After 2 Years	\$53.21
	After 3 Years	\$70.95
	After 4 Years	\$88.68
	After 5 Years	\$106.42
	After 6 Years	\$124.16
	After 7 Years	\$141.89
	After 8 Years	\$159.63
	After 9 Years	\$177.37
	After 10 Years	\$195.11
	After 11 Years	\$212.84
	After 12 Years	\$230.58
	After 13 Years	\$248.32
	After 14 Years	\$266.05
	After 15 Years	\$283.79
	After 16 Years	\$301.53
	After 17 Years	\$319.26
	After 18 Years	\$337.00
	After 19 Years	\$354.74
	After 20 Years	\$372.47
	After 21 Years	\$390.21
	After 22 Years	\$407.95
	After 23 Years	\$425.68
	After 24 Years	\$443.42
	After 25 Years	\$461.16
	After 26 Years	\$478.89
	After 27 Years	\$496.63
	After 28 Years	\$514.37
	After 29 Years	\$532.11

<u>Step 2</u>	Bi-Weekly	\$3,769.08
	After 1 Year	\$37.69
	After 2 Years	\$56.54
	After 3 Years	\$75.38
	After 4 Years	\$94.23
	After 5 Years	\$113.07
	After 6 Years	\$131.92
	After 7 Years	\$150.76
	After 8 Years	\$169.61
	After 9 Years	\$188.45
	After 10 Years	\$207.30
	After 11 Years	\$226.14
	After 12 Years	\$244.99
	After 13 Years	\$263.84
	After 14 Years	\$282.68
	After 15 Years	\$301.53
	After 16 Years	\$320.37
	After 17 Years	\$339.22
	After 18 Years	\$358.06
	After 19 Years	\$376.91
	After 20 Years	\$395.75
	After 21 Years	\$414.60
	After 22 Years	\$433.44
	After 23 Years	\$452.29
	After 24 Years	\$471.14
	After 25 Years	\$489.98
	After 26 Years	\$508.83
	After 27 Years	\$527.67
	After 28 Years	\$546.52
	After 29 Years	\$565.36

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Appendix "A (3)"  
Percentage Longevity for Individuals Promoted to the Rank of Police Sergeant  
(Job Specification 2605) on or After 1/1/98 but Before the Execution of the MOA

Effective 1/21/08

Step 3 Bi-Weekly \$3,990.78

After 1 Year	\$39.91
After 2 Years	\$59.86
After 3 Years	\$79.82
After 4 Years	\$99.77
After 5 Years	\$119.72
After 6 Years	\$139.68
After 7 Years	\$159.63
After 8 Years	\$179.59
After 9 Years	\$199.54
After 10 Years	\$219.49
After 11 Years	\$239.45
After 12 Years	\$259.40
After 13 Years	\$279.35
After 14 Years	\$299.31
After 15 Years	\$319.26
After 16 Years	\$339.22
After 17 Years	\$359.17
After 18 Years	\$379.12
After 19 Years	\$399.08
After 20 Years	\$419.03
After 21 Years	\$438.99
After 22 Years	\$458.94
After 23 Years	\$478.89
After 24 Years	\$498.85
After 25 Years	\$518.80
After 26 Years	\$538.76
After 27 Years	\$558.71
After 28 Years	\$578.66
After 29 Years	\$598.62

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Appendix "A (3)"

Percentage Longevity for Individuals Promoted to the Rank of Police Sergeant  
(Job Specification 2605) on or After 1/1/98 but Before the Execution of the MOA

**Effective 1/21/09**

**Effective 1/21/09**

<u>Step 1</u>	Bi-Weekly	\$3,689.26
	After 1 Year	\$36.89
	After 2 Years	\$55.34
	After 3 Years	\$73.79
	After 4 Years	\$92.23
	After 5 Years	\$110.68
	After 6 Years	\$129.12
	After 7 Years	\$147.57
	After 8 Years	\$166.02
	After 9 Years	\$184.46
	After 10 Years	\$202.91
	After 11 Years	\$221.36
	After 12 Years	\$239.80
	After 13 Years	\$258.25
	After 14 Years	\$276.69
	After 15 Years	\$295.14
	After 16 Years	\$313.59
	After 17 Years	\$332.03
	After 18 Years	\$350.48
	After 19 Years	\$368.93
	After 20 Years	\$387.37
	After 21 Years	\$405.82
	After 22 Years	\$424.26
	After 23 Years	\$442.71
	After 24 Years	\$461.16
	After 25 Years	\$479.60
	After 26 Years	\$498.05
	After 27 Years	\$516.50
	After 28 Years	\$534.94
	After 29 Years	\$553.39

<u>Step 2</u>	Bi-Weekly	\$3,919.84
	After 1 Year	\$39.20
	After 2 Years	\$58.80
	After 3 Years	\$78.40
	After 4 Years	\$98.00
	After 5 Years	\$117.60
	After 6 Years	\$137.19
	After 7 Years	\$156.79
	After 8 Years	\$176.39
	After 9 Years	\$195.99
	After 10 Years	\$215.59
	After 11 Years	\$235.19
	After 12 Years	\$254.79
	After 13 Years	\$274.39
	After 14 Years	\$293.99
	After 15 Years	\$313.59
	After 16 Years	\$333.19
	After 17 Years	\$352.79
	After 18 Years	\$372.38
	After 19 Years	\$391.98
	After 20 Years	\$411.58
	After 21 Years	\$431.18
	After 22 Years	\$450.78
	After 23 Years	\$470.38
	After 24 Years	\$489.98
	After 25 Years	\$509.58
	After 26 Years	\$529.18
	After 27 Years	\$548.78
	After 28 Years	\$568.38
	After 29 Years	\$587.98

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Appendix "A (3)"

Percentage Longevity for Individuals Promoted to the Rank of Police Sergeant  
(Job Specification 2605) on or After 1/1/98 but Before the Execution of the MOA

Effective 1/21/09

<u>Step 3</u>	Bi-Weekly	\$4,150.41
	After 1 Year	\$41.50
	After 2 Years	\$62.26
	After 3 Years	\$83.01
	After 4 Years	\$103.76
	After 5 Years	\$124.51
	After 6 Years	\$145.26
	After 7 Years	\$166.02
	After 8 Years	\$186.77
	After 9 Years	\$207.52
	After 10 Years	\$228.27
	After 11 Years	\$249.02
	After 12 Years	\$269.78
	After 13 Years	\$290.53
	After 14 Years	\$311.28
	After 15 Years	\$332.03
	After 16 Years	\$352.78
	After 17 Years	\$373.54
	After 18 Years	\$394.29
	After 19 Years	\$415.04
	After 20 Years	\$435.79
	After 21 Years	\$456.55
	After 22 Years	\$477.30
	After 23 Years	\$498.05
	After 24 Years	\$518.80
	After 25 Years	\$539.55
	After 26 Years	\$560.31
	After 27 Years	\$581.06
	After 28 Years	\$601.81
	After 29 Years	\$622.56

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Appendix "A (4)"  
 Salary Ranges for Individuals Promoted to the Rank of Police Sergeant  
 (Job Specification 2605) on or After the Execution of the MOA

**Effective 1/21/03**

<u>Step</u>	<u>Bi-Weekly Annual</u>	
1 Upon Promotion	\$2,994.13	\$77,847.38
2 After 1st Yr	\$3,054.02	\$79,404.52
3 After 2nd Yr	\$3,105.93	\$80,754.18
4 After 3rd Yr	\$3,190.42	\$82,950.92
5 After 4th Yr	\$3,368.39	\$87,578.14

**Effective 1/21/04**

<u>Step</u>	<u>Bi-Weekly Annual</u>	
1 Upon Promotion	\$3,106.41	\$80,766.66
2 After 1st Yr	\$3,168.55	\$82,382.30
3 After 2nd Yr	\$3,222.40	\$83,782.40
4 After 3rd Yr	\$3,310.06	\$86,061.56
5 After 4th Yr	\$3,494.70	\$90,862.20

**Effective 1/21/05**

<u>Step</u>	<u>Bi-Weekly Annual</u>	
1 Upon Promotion	\$3,215.13	\$83,593.38
2 After 1st Yr	\$3,279.45	\$85,265.70
3 After 2nd Yr	\$3,335.18	\$86,714.68
4 After 3rd Yr	\$3,425.91	\$89,073.66
5 After 4th Yr	\$3,617.01	\$94,042.26

**Effective 1/21/06**

<u>Step</u>	<u>Bi-Weekly Annual</u>	
1 Upon Promotion	\$3,311.58	\$86,101.08
2 After 1st Yr	\$3,377.83	\$87,823.58
3 After 2nd Yr	\$3,435.24	\$89,316.24
4 After 3rd Yr	\$3,528.69	\$91,745.94
5 After 4th Yr	\$3,725.52	\$96,863.52

**Effective 1/21/07**

<u>Step</u>	<u>Bi-Weekly Annual</u>	
1 Upon Promotion	\$3,410.93	\$88,684.18
2 After 1st Yr	\$3,479.16	\$90,458.16
3 After 2nd Yr	\$3,538.30	\$91,995.80
4 After 3rd Yr	\$3,634.55	\$94,498.30
5 After 4th Yr	\$3,837.29	\$99,769.54

**Effective 1/21/08**

<u>Step</u>	<u>Bi-Weekly Annual</u>	
1 Upon Promotion	\$3,547.37	\$92,231.62
2 After 1st Yr	\$3,618.33	\$94,076.58
3 After 2nd Yr	\$3,679.83	\$95,675.58
4 After 3rd Yr	\$3,779.93	\$98,278.18
5 After 4th Yr	\$3,990.78	\$103,760.28

**Effective 1/21/09**

<u>Step</u>	<u>Bi-Weekly Annual</u>	
1 Upon Promotion	\$3,689.26	\$95,920.76
2 After 1st Yr	\$3,763.06	\$97,839.56
3 After 2nd Yr	\$3,827.02	\$99,502.52
4 After 3rd Yr	\$3,931.13	\$102,209.38
5 After 4th Yr	\$4,150.41	\$107,910.66

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Appendix "A (4)"  
 Percentage Longevity for Individuals Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) on or After the Execution of the MOA

**Effective 1/21/03**

**Effective 1/21/03**

<u>Step 1</u>	Bi-Weekly	\$2,994.13
	After 1 Year	\$29.94
	After 2 Years	\$44.91
	After 3 Years	\$59.88
	After 4 Years	\$74.85
	After 5 Years	\$89.82
	After 6 Years	\$104.79
	After 7 Years	\$119.77
	After 8 Years	\$134.74
	After 9 Years	\$149.71
	After 10 Years	\$164.68
	After 11 Years	\$179.65
	After 12 Years	\$194.62
	After 13 Years	\$209.59
	After 14 Years	\$224.56
	After 15 Years	\$239.53
	After 16 Years	\$254.50
	After 17 Years	\$269.47
	After 18 Years	\$284.44
	After 19 Years	\$299.41
	After 20 Years	\$314.38
	After 21 Years	\$329.35
	After 22 Years	\$344.32
	After 23 Years	\$359.30
	After 24 Years	\$374.27
	After 25 Years	\$389.24
	After 26 Years	\$404.21
	After 27 Years	\$419.18
	After 28 Years	\$434.15
	After 29 Years	\$449.12

<u>Step 2</u>	Bi-Weekly	\$3,054.02
	After 1 Year	\$30.54
	After 2 Years	\$45.81
	After 3 Years	\$61.08
	After 4 Years	\$76.35
	After 5 Years	\$91.62
	After 6 Years	\$106.89
	After 7 Years	\$122.16
	After 8 Years	\$137.43
	After 9 Years	\$152.70
	After 10 Years	\$167.97
	After 11 Years	\$183.24
	After 12 Years	\$198.51
	After 13 Years	\$213.78
	After 14 Years	\$229.05
	After 15 Years	\$244.32
	After 16 Years	\$259.59
	After 17 Years	\$274.86
	After 18 Years	\$290.13
	After 19 Years	\$305.40
	After 20 Years	\$320.67
	After 21 Years	\$335.94
	After 22 Years	\$351.21
	After 23 Years	\$366.48
	After 24 Years	\$381.75
	After 25 Years	\$397.02
	After 26 Years	\$412.29
	After 27 Years	\$427.56
	After 28 Years	\$442.83
	After 29 Years	\$458.10

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Appendix "A (4)"  
 Percentage Longevity for Individuals Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) on or After the Execution of the MOA

**Effective 1/21/03**

**Effective 1/21/03**

<u>Step 3</u>	Bi-Weekly	\$3,105.93	<u>Step 4</u>	Bi-Weekly	\$3,190.42
	After 1 Year	\$31.06		After 1 Year	\$31.90
	After 2 Years	\$46.59		After 2 Years	\$47.86
	After 3 Years	\$62.12		After 3 Years	\$63.81
	After 4 Years	\$77.65		After 4 Years	\$79.76
	After 5 Years	\$93.18		After 5 Years	\$95.71
	After 6 Years	\$108.71		After 6 Years	\$111.66
	After 7 Years	\$124.24		After 7 Years	\$127.62
	After 8 Years	\$139.77		After 8 Years	\$143.57
	After 9 Years	\$155.30		After 9 Years	\$159.52
	After 10 Years	\$170.83		After 10 Years	\$175.47
	After 11 Years	\$186.36		After 11 Years	\$191.43
	After 12 Years	\$201.89		After 12 Years	\$207.38
	After 13 Years	\$217.42		After 13 Years	\$223.33
	After 14 Years	\$232.94		After 14 Years	\$239.28
	After 15 Years	\$248.47		After 15 Years	\$255.23
	After 16 Years	\$264.00		After 16 Years	\$271.19
	After 17 Years	\$279.53		After 17 Years	\$287.14
	After 18 Years	\$295.06		After 18 Years	\$303.09
	After 19 Years	\$310.59		After 19 Years	\$319.04
	After 20 Years	\$326.12		After 20 Years	\$334.99
	After 21 Years	\$341.65		After 21 Years	\$350.95
	After 22 Years	\$357.18		After 22 Years	\$366.90
	After 23 Years	\$372.71		After 23 Years	\$382.85
	After 24 Years	\$388.24		After 24 Years	\$398.80
	After 25 Years	\$403.77		After 25 Years	\$414.75
	After 26 Years	\$419.30		After 26 Years	\$430.71
	After 27 Years	\$434.83		After 27 Years	\$446.66
	After 28 Years	\$450.36		After 28 Years	\$462.61
	After 29 Years	\$465.89		After 29 Years	\$478.56

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Appendix "A (4)"  
Percentage Longevity for Individuals Promoted to the Rank of  
Police Sergeant (Job Specification 2605) on or After the Execution of the MOA

**Effective 1/21/03**

<b><u>Step 5</u></b>	<b>Bi-Weekly</b>	<b>\$3,368.39</b>
	After 1 Year	\$33.68
	After 2 Years	\$50.53
	After 3 Years	\$67.37
	After 4 Years	\$84.21
	After 5 Years	\$101.05
	After 6 Years	\$117.89
	After 7 Years	\$134.74
	After 8 Years	\$151.58
	After 9 Years	\$168.42
	After 10 Years	\$185.26
	After 11 Years	\$202.10
	After 12 Years	\$218.95
	After 13 Years	\$235.79
	After 14 Years	\$252.63
	After 15 Years	\$269.47
	After 16 Years	\$286.31
	After 17 Years	\$303.16
	After 18 Years	\$320.00
	After 19 Years	\$336.84
	After 20 Years	\$353.68
	After 21 Years	\$370.52
	After 22 Years	\$387.36
	After 23 Years	\$404.21
	After 24 Years	\$421.05
	After 25 Years	\$437.89
	After 26 Years	\$454.73
	After 27 Years	\$471.57
	After 28 Years	\$488.42
	After 29 Years	\$505.26

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Appendix "A (4)"  
 Percentage Longevity for Individuals Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) on or After the Execution of the MOA

**Effective 1/21/04**

**Effective 1/21/04**

<u>Step 1</u>	Bi-Weekly	\$3,106.41	<u>Step 2</u>	Bi-Weekly	\$3,168.55
	After 1 Year	\$31.06		After 1 Year	\$31.69
	After 2 Years	\$46.60		After 2 Years	\$47.53
	After 3 Years	\$62.13		After 3 Years	\$63.37
	After 4 Years	\$77.66		After 4 Years	\$79.21
	After 5 Years	\$93.19		After 5 Years	\$95.06
	After 6 Years	\$108.72		After 6 Years	\$110.90
	After 7 Years	\$124.26		After 7 Years	\$126.74
	After 8 Years	\$139.79		After 8 Years	\$142.58
	After 9 Years	\$155.32		After 9 Years	\$158.43
	After 10 Years	\$170.85		After 10 Years	\$174.27
	After 11 Years	\$186.38		After 11 Years	\$190.11
	After 12 Years	\$201.92		After 12 Years	\$205.96
	After 13 Years	\$217.45		After 13 Years	\$221.80
	After 14 Years	\$232.98		After 14 Years	\$237.64
	After 15 Years	\$248.51		After 15 Years	\$253.48
	After 16 Years	\$264.04		After 16 Years	\$269.33
	After 17 Years	\$279.58		After 17 Years	\$285.17
	After 18 Years	\$295.11		After 18 Years	\$301.01
	After 19 Years	\$310.64		After 19 Years	\$316.86
	After 20 Years	\$326.17		After 20 Years	\$332.70
	After 21 Years	\$341.71		After 21 Years	\$348.54
	After 22 Years	\$357.24		After 22 Years	\$364.38
	After 23 Years	\$372.77		After 23 Years	\$380.23
	After 24 Years	\$388.30		After 24 Years	\$396.07
	After 25 Years	\$403.83		After 25 Years	\$411.91
	After 26 Years	\$419.37		After 26 Years	\$427.75
	After 27 Years	\$434.90		After 27 Years	\$443.60
	After 28 Years	\$450.43		After 28 Years	\$459.44
	After 29 Years	\$465.96		After 29 Years	\$475.28

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Appendix "A (4)"  
 Percentage Longevity for Individuals Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) on or After the Execution of the MOA

**Effective 1/21/04**

**Effective 1/21/04**

<b><u>Step 3</u></b>	Bi-Weekly	\$3,222.40
After 1 Year		\$32.22
After 2 Years		\$48.34
After 3 Years		\$64.45
After 4 Years		\$80.56
After 5 Years		\$96.67
After 6 Years		\$112.78
After 7 Years		\$128.90
After 8 Years		\$145.01
After 9 Years		\$161.12
After 10 Years		\$177.23
After 11 Years		\$193.34
After 12 Years		\$209.46
After 13 Years		\$225.57
After 14 Years		\$241.68
After 15 Years		\$257.79
After 16 Years		\$273.90
After 17 Years		\$290.02
After 18 Years		\$306.13
After 19 Years		\$322.24
After 20 Years		\$338.35
After 21 Years		\$354.46
After 22 Years		\$370.58
After 23 Years		\$386.69
After 24 Years		\$402.80
After 25 Years		\$418.91
After 26 Years		\$435.02
After 27 Years		\$451.14
After 28 Years		\$467.25
After 29 Years		\$483.36

<b><u>Step 4</u></b>	Bi-Weekly	\$3,310.06
After 1 Year		\$33.10
After 2 Years		\$49.65
After 3 Years		\$66.20
After 4 Years		\$82.75
After 5 Years		\$99.30
After 6 Years		\$115.85
After 7 Years		\$132.40
After 8 Years		\$148.95
After 9 Years		\$165.50
After 10 Years		\$182.05
After 11 Years		\$198.60
After 12 Years		\$215.15
After 13 Years		\$231.70
After 14 Years		\$248.25
After 15 Years		\$264.80
After 16 Years		\$281.36
After 17 Years		\$297.91
After 18 Years		\$314.46
After 19 Years		\$331.01
After 20 Years		\$347.56
After 21 Years		\$364.11
After 22 Years		\$380.66
After 23 Years		\$397.21
After 24 Years		\$413.76
After 25 Years		\$430.31
After 26 Years		\$446.86
After 27 Years		\$463.41
After 28 Years		\$479.96
After 29 Years		\$496.51

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Appendix "A (4)"  
Percentage Longevity for Individuals Promoted to the Rank of  
Police Sergeant (Job Specification 2605) on or After the Execution of the MOA

Effective 1/21/04

<b>Step 5</b>	Bi-Weekly	\$3,494.70
	After 1 Year	\$34.95
	After 2 Years	\$52.42
	After 3 Years	\$69.89
	After 4 Years	\$87.37
	After 5 Years	\$104.84
	After 6 Years	\$122.31
	After 7 Years	\$139.79
	After 8 Years	\$157.26
	After 9 Years	\$174.74
	After 10 Years	\$192.21
	After 11 Years	\$209.68
	After 12 Years	\$227.16
	After 13 Years	\$244.63
	After 14 Years	\$262.10
	After 15 Years	\$279.58
	After 16 Years	\$297.05
	After 17 Years	\$314.52
	After 18 Years	\$332.00
	After 19 Years	\$349.47
	After 20 Years	\$366.94
	After 21 Years	\$384.42
	After 22 Years	\$401.89
	After 23 Years	\$419.36
	After 24 Years	\$436.84
	After 25 Years	\$454.31
	After 26 Years	\$471.78
	After 27 Years	\$489.26
	After 28 Years	\$506.73
	After 29 Years	\$524.21

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Appendix "A (4)"  
 Percentage Longevity for Individuals Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) on or After the Execution of the MOA

**Effective 1/21/05**

**Effective 1/21/05**

<u>Step 1</u>	Bi-Weekly	\$3,215.13	<u>Step 2</u>	Bi-Weekly	\$3,279.45
	After 1 Year	\$32.15		After 1 Year	\$32.79
	After 2 Years	\$48.23		After 2 Years	\$49.19
	After 3 Years	\$64.30		After 3 Years	\$65.59
	After 4 Years	\$80.38		After 4 Years	\$81.99
	After 5 Years	\$96.45		After 5 Years	\$98.38
	After 6 Years	\$112.53		After 6 Years	\$114.78
	After 7 Years	\$128.61		After 7 Years	\$131.18
	After 8 Years	\$144.68		After 8 Years	\$147.58
	After 9 Years	\$160.76		After 9 Years	\$163.97
	After 10 Years	\$176.83		After 10 Years	\$180.37
	After 11 Years	\$192.91		After 11 Years	\$196.77
	After 12 Years	\$208.98		After 12 Years	\$213.16
	After 13 Years	\$225.06		After 13 Years	\$229.56
	After 14 Years	\$241.13		After 14 Years	\$245.96
	After 15 Years	\$257.21		After 15 Years	\$262.36
	After 16 Years	\$273.29		After 16 Years	\$278.75
	After 17 Years	\$289.36		After 17 Years	\$295.15
	After 18 Years	\$305.44		After 18 Years	\$311.55
	After 19 Years	\$321.51		After 19 Years	\$327.95
	After 20 Years	\$337.59		After 20 Years	\$344.34
	After 21 Years	\$353.66		After 21 Years	\$360.74
	After 22 Years	\$369.74		After 22 Years	\$377.14
	After 23 Years	\$385.82		After 23 Years	\$393.53
	After 24 Years	\$401.89		After 24 Years	\$409.93
	After 25 Years	\$417.97		After 25 Years	\$426.33
	After 26 Years	\$434.04		After 26 Years	\$442.73
	After 27 Years	\$450.12		After 27 Years	\$459.12
	After 28 Years	\$466.19		After 28 Years	\$475.52
	After 29 Years	\$482.27		After 29 Years	\$491.92

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Appendix "A (4)"  
 Percentage Longevity for Individuals Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) on or After the Execution of the MOA

**Effective 1/21/05**

**Effective 1/21/05**

<u>Step 3</u>	Bi-Weekly	\$3,335.18
After 1 Year	\$33.35	
After 2 Years	\$50.03	
After 3 Years	\$66.70	
After 4 Years	\$83.38	
After 5 Years	\$100.06	
After 6 Years	\$116.73	
After 7 Years	\$133.41	
After 8 Years	\$150.08	
After 9 Years	\$166.76	
After 10 Years	\$183.43	
After 11 Years	\$200.11	
After 12 Years	\$216.79	
After 13 Years	\$233.46	
After 14 Years	\$250.14	
After 15 Years	\$266.81	
After 16 Years	\$283.49	
After 17 Years	\$300.17	
After 18 Years	\$316.84	
After 19 Years	\$333.52	
After 20 Years	\$350.19	
After 21 Years	\$366.87	
After 22 Years	\$383.55	
After 23 Years	\$400.22	
After 24 Years	\$416.90	
After 25 Years	\$433.57	
After 26 Years	\$450.25	
After 27 Years	\$466.93	
After 28 Years	\$483.60	
After 29 Years	\$500.28	

<u>Step 4</u>	Bi-Weekly	\$3,425.91
After 1 Year	\$34.26	
After 2 Years	\$51.39	
After 3 Years	\$68.52	
After 4 Years	\$85.65	
After 5 Years	\$102.78	
After 6 Years	\$119.91	
After 7 Years	\$137.04	
After 8 Years	\$154.17	
After 9 Years	\$171.30	
After 10 Years	\$188.43	
After 11 Years	\$205.55	
After 12 Years	\$222.68	
After 13 Years	\$239.81	
After 14 Years	\$256.94	
After 15 Years	\$274.07	
After 16 Years	\$291.20	
After 17 Years	\$308.33	
After 18 Years	\$325.46	
After 19 Years	\$342.59	
After 20 Years	\$359.72	
After 21 Years	\$376.85	
After 22 Years	\$393.98	
After 23 Years	\$411.11	
After 24 Years	\$428.24	
After 25 Years	\$445.37	
After 26 Years	\$462.50	
After 27 Years	\$479.63	
After 28 Years	\$496.76	
After 29 Years	\$513.89	

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Appendix "A (4)"  
Percentage Longevity for Individuals Promoted to the Rank of  
Police Sergeant (Job Specification 2605) on or After the Execution of the MOA

**Effective 1/21/05**

<b><u>Step 5</u></b>	Bi-Weekly	\$3,617.01
	After 1 Year	\$36.17
	After 2 Years	\$54.26
	After 3 Years	\$72.34
	After 4 Years	\$90.43
	After 5 Years	\$108.51
	After 6 Years	\$126.60
	After 7 Years	\$144.68
	After 8 Years	\$162.77
	After 9 Years	\$180.85
	After 10 Years	\$198.94
	After 11 Years	\$217.02
	After 12 Years	\$235.11
	After 13 Years	\$253.19
	After 14 Years	\$271.28
	After 15 Years	\$289.36
	After 16 Years	\$307.45
	After 17 Years	\$325.53
	After 18 Years	\$343.62
	After 19 Years	\$361.70
	After 20 Years	\$379.79
	After 21 Years	\$397.87
	After 22 Years	\$415.96
	After 23 Years	\$434.04
	After 24 Years	\$452.13
	After 25 Years	\$470.21
	After 26 Years	\$488.30
	After 27 Years	\$506.38
	After 28 Years	\$524.47
	After 29 Years	\$542.55

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Appendix "A (4)"  
 Percentage Longevity for Individuals Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) on or After the Execution of the MOA

**Effective 1/21/06**

**Effective 1/21/06**

<u>Step 1</u>	Bi-Weekly	\$3,311.58	<u>Step 2</u>	Bi-Weekly	\$3,377.83
	After 1 Year	\$33.12		After 1 Year	\$33.78
	After 2 Years	\$49.67		After 2 Years	\$50.67
	After 3 Years	\$66.23		After 3 Years	\$67.56
	After 4 Years	\$82.79		After 4 Years	\$84.45
	After 5 Years	\$99.35		After 5 Years	\$101.33
	After 6 Years	\$115.91		After 6 Years	\$118.22
	After 7 Years	\$132.46		After 7 Years	\$135.11
	After 8 Years	\$149.02		After 8 Years	\$152.00
	After 9 Years	\$165.58		After 9 Years	\$168.89
	After 10 Years	\$182.14		After 10 Years	\$185.78
	After 11 Years	\$198.69		After 11 Years	\$202.67
	After 12 Years	\$215.25		After 12 Years	\$219.56
	After 13 Years	\$231.81		After 13 Years	\$236.45
	After 14 Years	\$248.37		After 14 Years	\$253.34
	After 15 Years	\$264.93		After 15 Years	\$270.23
	After 16 Years	\$281.48		After 16 Years	\$287.12
	After 17 Years	\$298.04		After 17 Years	\$304.00
	After 18 Years	\$314.60		After 18 Years	\$320.89
	After 19 Years	\$331.16		After 19 Years	\$337.78
	After 20 Years	\$347.72		After 20 Years	\$354.67
	After 21 Years	\$364.27		After 21 Years	\$371.56
	After 22 Years	\$380.83		After 22 Years	\$388.45
	After 23 Years	\$397.39		After 23 Years	\$405.34
	After 24 Years	\$413.95		After 24 Years	\$422.23
	After 25 Years	\$430.51		After 25 Years	\$439.12
	After 26 Years	\$447.06		After 26 Years	\$456.01
	After 27 Years	\$463.62		After 27 Years	\$472.90
	After 28 Years	\$480.18		After 28 Years	\$489.79
	After 29 Years	\$496.74		After 29 Years	\$506.67

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Appendix "A (4)"  
 Percentage Longevity for Individuals Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) on or After the Execution of the MOA

**Effective 1/21/06**

**Effective 1/21/06**

**Step 3**    Bi-Weekly    \$3,435.24

**Step 4**    Bi-Weekly    \$3,528.69

After 1 Year	\$34.35
After 2 Years	\$51.53
After 3 Years	\$68.70
After 4 Years	\$85.88
After 5 Years	\$103.06
After 6 Years	\$120.23
After 7 Years	\$137.41
After 8 Years	\$154.59
After 9 Years	\$171.76
After 10 Years	\$188.94
After 11 Years	\$206.11
After 12 Years	\$223.29
After 13 Years	\$240.47
After 14 Years	\$257.64
After 15 Years	\$274.82
After 16 Years	\$292.00
After 17 Years	\$309.17
After 18 Years	\$326.35
After 19 Years	\$343.52
After 20 Years	\$360.70
After 21 Years	\$377.88
After 22 Years	\$395.05
After 23 Years	\$412.23
After 24 Years	\$429.41
After 25 Years	\$446.58
After 26 Years	\$463.76
After 27 Years	\$480.93
After 28 Years	\$498.11
After 29 Years	\$515.29

After 1 Year	\$35.29
After 2 Years	\$52.93
After 3 Years	\$70.57
After 4 Years	\$88.22
After 5 Years	\$105.86
After 6 Years	\$123.50
After 7 Years	\$141.15
After 8 Years	\$158.79
After 9 Years	\$176.43
After 10 Years	\$194.08
After 11 Years	\$211.72
After 12 Years	\$229.36
After 13 Years	\$247.01
After 14 Years	\$264.65
After 15 Years	\$282.30
After 16 Years	\$299.94
After 17 Years	\$317.58
After 18 Years	\$335.23
After 19 Years	\$352.87
After 20 Years	\$370.51
After 21 Years	\$388.16
After 22 Years	\$405.80
After 23 Years	\$423.44
After 24 Years	\$441.09
After 25 Years	\$458.73
After 26 Years	\$476.37
After 27 Years	\$494.02
After 28 Years	\$511.66
After 29 Years	\$529.30

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Appendix "A (4)"  
Percentage Longevity for Individuals Promoted to the Rank of  
Police Sergeant (Job Specification 2605) on or After the Execution of the MOA

Effective 1/21/06

<u>Step 5</u>	Bi-Weekly.	\$3,725.52
	After 1 Year	\$37.26
	After 2 Years	\$55.88
	After 3 Years	\$74.51
	After 4 Years	\$93.14
	After 5 Years	\$111.77
	After 6 Years	\$130.39
	After 7 Years	\$149.02
	After 8 Years	\$167.65
	After 9 Years	\$186.28
	After 10 Years	\$204.90
	After 11 Years	\$223.53
	After 12 Years	\$242.16
	After 13 Years	\$260.79
	After 14 Years	\$279.41
	After 15 Years	\$298.04
	After 16 Years	\$316.67
	After 17 Years	\$335.30
	After 18 Years	\$353.92
	After 19 Years	\$372.55
	After 20 Years	\$391.18
	After 21 Years	\$409.81
	After 22 Years	\$428.43
	After 23 Years	\$447.06
	After 24 Years	\$465.69
	After 25 Years	\$484.32
	After 26 Years	\$502.95
	After 27 Years	\$521.57
	After 28 Years	\$540.20
	After 29 Years	\$558.83

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Appendix "A (4)"  
 Percentage Longevity for Individuals Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) on or After the Execution of the MOA

**Effective 1/21/07**

**Effective 1/21/07**

<u>Step 1</u>	Bi-Weekly	\$3,410.93
After 1 Year	\$34.11	
After 2 Years	\$51.16	
After 3 Years	\$68.22	
After 4 Years	\$85.27	
After 5 Years	\$102.33	
After 6 Years	\$119.38	
After 7 Years	\$136.44	
After 8 Years	\$153.49	
After 9 Years	\$170.55	
After 10 Years	\$187.60	
After 11 Years	\$204.66	
After 12 Years	\$221.71	
After 13 Years	\$238.77	
After 14 Years	\$255.82	
After 15 Years	\$272.87	
After 16 Years	\$289.93	
After 17 Years	\$306.98	
After 18 Years	\$324.04	
After 19 Years	\$341.09	
After 20 Years	\$358.15	
After 21 Years	\$375.20	
After 22 Years	\$392.26	
After 23 Years	\$409.31	
After 24 Years	\$426.37	
After 25 Years	\$443.42	
After 26 Years	\$460.48	
After 27 Years	\$477.53	
After 28 Years	\$494.58	
After 29 Years	\$511.64	

<u>Step 2</u>	Bi-Weekly	\$3,479.16
After 1 Year	\$34.79	
After 2 Years	\$52.19	
After 3 Years	\$69.58	
After 4 Years	\$86.98	
After 5 Years	\$104.37	
After 6 Years	\$121.77	
After 7 Years	\$139.17	
After 8 Years	\$156.56	
After 9 Years	\$173.96	
After 10 Years	\$191.35	
After 11 Years	\$208.75	
After 12 Years	\$226.15	
After 13 Years	\$243.54	
After 14 Years	\$260.94	
After 15 Years	\$278.33	
After 16 Years	\$295.73	
After 17 Years	\$313.12	
After 18 Years	\$330.52	
After 19 Years	\$347.92	
After 20 Years	\$365.31	
After 21 Years	\$382.71	
After 22 Years	\$400.10	
After 23 Years	\$417.50	
After 24 Years	\$434.90	
After 25 Years	\$452.29	
After 26 Years	\$469.69	
After 27 Years	\$487.08	
After 28 Years	\$504.48	
After 29 Years	\$521.87	

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Appendix "A (4)"  
 Percentage Longevity for Individuals Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) on or After the Execution of the MOA

**Effective 1/21/07**

<u>Step 3</u>	Bi-Weekly	\$3,538.30
	After 1 Year	\$35.38
	After 2 Years	\$53.07
	After 3 Years	\$70.77
	After 4 Years	\$88.46
	After 5 Years	\$106.15
	After 6 Years	\$123.84
	After 7 Years	\$141.53
	After 8 Years	\$159.22
	After 9 Years	\$176.92
	After 10 Years	\$194.61
	After 11 Years	\$212.30
	After 12 Years	\$229.99
	After 13 Years	\$247.68
	After 14 Years	\$265.37
	After 15 Years	\$283.06
	After 16 Years	\$300.76
	After 17 Years	\$318.45
	After 18 Years	\$336.14
	After 19 Years	\$353.83
	After 20 Years	\$371.52
	After 21 Years	\$389.21
	After 22 Years	\$406.90
	After 23 Years	\$424.60
	After 24 Years	\$442.29
	After 25 Years	\$459.98
	After 26 Years	\$477.67
	After 27 Years	\$495.36
	After 28 Years	\$513.05
	After 29 Years	\$530.75

**Effective 1/21/07**

<u>Step 4</u>	Bi-Weekly	\$3,634.55
	After 1 Year	\$36.35
	After 2 Years	\$54.52
	After 3 Years	\$72.69
	After 4 Years	\$90.86
	After 5 Years	\$109.04
	After 6 Years	\$127.21
	After 7 Years	\$145.38
	After 8 Years	\$163.55
	After 9 Years	\$181.73
	After 10 Years	\$199.90
	After 11 Years	\$218.07
	After 12 Years	\$236.25
	After 13 Years	\$254.42
	After 14 Years	\$272.59
	After 15 Years	\$290.76
	After 16 Years	\$308.94
	After 17 Years	\$327.11
	After 18 Years	\$345.28
	After 19 Years	\$363.46
	After 20 Years	\$381.63
	After 21 Years	\$399.80
	After 22 Years	\$417.97
	After 23 Years	\$436.15
	After 24 Years	\$454.32
	After 25 Years	\$472.49
	After 26 Years	\$490.66
	After 27 Years	\$508.84
	After 28 Years	\$527.01
	After 29 Years	\$545.18

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Appendix "A (4)"  
Percentage Longevity for Individuals Promoted to the Rank of  
Police Sergeant (Job Specification 2605) on or After the Execution of the MOA

**Effective 1/21/07**

<b><u>Step 5</u></b>	<b>Bi-Weekly</b>	<b>\$3,837.29</b>
	After 1 Year	\$38.37
	After 2 Years	\$57.56
	After 3 Years	\$76.75
	After 4 Years	\$95.93
	After 5 Years	\$115.12
	After 6 Years	\$134.31
	After 7 Years	\$153.49
	After 8 Years	\$172.68
	After 9 Years	\$191.86
	After 10 Years	\$211.05
	After 11 Years	\$230.24
	After 12 Years	\$249.42
	After 13 Years	\$268.61
	After 14 Years	\$287.80
	After 15 Years	\$306.98
	After 16 Years	\$326.17
	After 17 Years	\$345.36
	After 18 Years	\$364.54
	After 19 Years	\$383.73
	After 20 Years	\$402.92
	After 21 Years	\$422.10
	After 22 Years	\$441.29
	After 23 Years	\$460.47
	After 24 Years	\$479.66
	After 25 Years	\$498.85
	After 26 Years	\$518.03
	After 27 Years	\$537.22
	After 28 Years	\$556.41
	After 29 Years	\$575.59

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Appendix "A (4)"  
 Percentage Longevity for Individuals Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) on or After the Execution of the MOA

**Effective 1/21/08**

**Effective 1/21/08**

<b><u>Step 1</u></b>	<b>Bi-Weekly</b>	<b>\$3,547.37</b>
After 1 Year	\$35.47	
After 2 Years	\$53.21	
After 3 Years	\$70.95	
After 4 Years	\$88.68	
After 5 Years	\$106.42	
After 6 Years	\$124.16	
After 7 Years	\$141.89	
After 8 Years	\$159.63	
After 9 Years	\$177.37	
After 10 Years	\$195.11	
After 11 Years	\$212.84	
After 12 Years	\$230.58	
After 13 Years	\$248.32	
After 14 Years	\$266.05	
After 15 Years	\$283.79	
After 16 Years	\$301.53	
After 17 Years	\$319.26	
After 18 Years	\$337.00	
After 19 Years	\$354.74	
After 20 Years	\$372.47	
After 21 Years	\$390.21	
After 22 Years	\$407.95	
After 23 Years	\$425.68	
After 24 Years	\$443.42	
After 25 Years	\$461.16	
After 26 Years	\$478.89	
After 27 Years	\$496.63	
After 28 Years	\$514.37	
After 29 Years	\$532.11	

<b><u>Step 2</u></b>	<b>Bi-Weekly</b>	<b>\$3,618.33</b>
After 1 Year	\$36.18	
After 2 Years	\$54.27	
After 3 Years	\$72.37	
After 4 Years	\$90.46	
After 5 Years	\$108.55	
After 6 Years	\$126.64	
After 7 Years	\$144.73	
After 8 Years	\$162.82	
After 9 Years	\$180.92	
After 10 Years	\$199.01	
After 11 Years	\$217.10	
After 12 Years	\$235.19	
After 13 Years	\$253.28	
After 14 Years	\$271.37	
After 15 Years	\$289.47	
After 16 Years	\$307.56	
After 17 Years	\$325.65	
After 18 Years	\$343.74	
After 19 Years	\$361.83	
After 20 Years	\$379.92	
After 21 Years	\$398.02	
After 22 Years	\$416.11	
After 23 Years	\$434.20	
After 24 Years	\$452.29	
After 25 Years	\$470.38	
After 26 Years	\$488.47	
After 27 Years	\$506.57	
After 28 Years	\$524.66	
After 29 Years	\$542.75	

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Appendix "A (4)"  
 Percentage Longevity for Individuals Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) on or After the Execution of the MOA

**Effective 1/21/08**

**Effective 1/21/08**

**Step 3**    Bi-Weekly    \$3,679.83

**Step 4**    Bi-Weekly    \$3,779.93

After 1 Year	\$36.80
After 2 Years	\$55.20
After 3 Years	\$73.60
After 4 Years	\$92.00
After 5 Years	\$110.39
After 6 Years	\$128.79
After 7 Years	\$147.19
After 8 Years	\$165.59
After 9 Years	\$183.99
After 10 Years	\$202.39
After 11 Years	\$220.79
After 12 Years	\$239.19
After 13 Years	\$257.59
After 14 Years	\$275.99
After 15 Years	\$294.39
After 16 Years	\$312.79
After 17 Years	\$331.18
After 18 Years	\$349.58
After 19 Years	\$367.98
After 20 Years	\$386.38
After 21 Years	\$404.78
After 22 Years	\$423.18
After 23 Years	\$441.58
After 24 Years	\$459.98
After 25 Years	\$478.38
After 26 Years	\$496.78
After 27 Years	\$515.18
After 28 Years	\$533.58
After 29 Years	\$551.97

After 1 Year	\$37.80
After 2 Years	\$56.70
After 3 Years	\$75.60
After 4 Years	\$94.50
After 5 Years	\$113.40
After 6 Years	\$132.30
After 7 Years	\$151.20
After 8 Years	\$170.10
After 9 Years	\$189.00
After 10 Years	\$207.90
After 11 Years	\$226.80
After 12 Years	\$245.70
After 13 Years	\$264.60
After 14 Years	\$283.49
After 15 Years	\$302.39
After 16 Years	\$321.29
After 17 Years	\$340.19
After 18 Years	\$359.09
After 19 Years	\$377.99
After 20 Years	\$396.89
After 21 Years	\$415.79
After 22 Years	\$434.69
After 23 Years	\$453.59
After 24 Years	\$472.49
After 25 Years	\$491.39
After 26 Years	\$510.29
After 27 Years	\$529.19
After 28 Years	\$548.09
After 29 Years	\$566.99

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Appendix "A (4)"  
Percentage Longevity for Individuals Promoted to the Rank of  
Police Sergeant (Job Specification 2605) on or After the Execution of the MOA

**Effective 1/21/08**

<b><u>Step 5</u></b>	<b>Bi-Weekly</b>	<b>\$3,990.78</b>
	After 1 Year	\$39.91
	After 2 Years	\$59.86
	After 3 Years	\$79.82
	After 4 Years	\$99.77
	After 5 Years	\$119.72
	After 6 Years	\$139.68
	After 7 Years	\$159.63
	After 8 Years	\$179.59
	After 9 Years	\$199.54
	After 10 Years	\$219.49
	After 11 Years	\$239.45
	After 12 Years	\$259.40
	After 13 Years	\$279.35
	After 14 Years	\$299.31
	After 15 Years	\$319.26
	After 16 Years	\$339.22
	After 17 Years	\$359.17
	After 18 Years	\$379.12
	After 19 Years	\$399.08
	After 20 Years	\$419.03
	After 21 Years	\$438.99
	After 22 Years	\$458.94
	After 23 Years	\$478.89
	After 24 Years	\$498.85
	After 25 Years	\$518.80
	After 26 Years	\$538.76
	After 27 Years	\$558.71
	After 28 Years	\$578.66
	After 29 Years	\$598.62

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Appendix "A (4)"  
 Percentage Longevity for Individuals Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) on or After the Execution of the MOA

**Effective 1/21/09**

**Effective 1/21/09**

<u>Step 1</u>	Bi-Weekly	\$3,689.26	<u>Step 2</u>	Bi-Weekly	\$3,763.06
	After 1 Year	\$36.89		After 1 Year	\$37.63
	After 2 Years	\$55.34		After 2 Years	\$56.45
	After 3 Years	\$73.79		After 3 Years	\$75.26
	After 4 Years	\$92.23		After 4 Years	\$94.08
	After 5 Years	\$110.68		After 5 Years	\$112.89
	After 6 Years	\$129.12		After 6 Years	\$131.71
	After 7 Years	\$147.57		After 7 Years	\$150.52
	After 8 Years	\$166.02		After 8 Years	\$169.34
	After 9 Years	\$184.46		After 9 Years	\$188.15
	After 10 Years	\$202.91		After 10 Years	\$206.97
	After 11 Years	\$221.36		After 11 Years	\$225.78
	After 12 Years	\$239.80		After 12 Years	\$244.60
	After 13 Years	\$258.25		After 13 Years	\$263.41
	After 14 Years	\$276.69		After 14 Years	\$282.23
	After 15 Years	\$295.14		After 15 Years	\$301.04
	After 16 Years	\$313.59		After 16 Years	\$319.86
	After 17 Years	\$332.03		After 17 Years	\$338.68
	After 18 Years	\$350.48		After 18 Years	\$357.49
	After 19 Years	\$368.93		After 19 Years	\$376.31
	After 20 Years	\$387.37		After 20 Years	\$395.12
	After 21 Years	\$405.82		After 21 Years	\$413.94
	After 22 Years	\$424.26		After 22 Years	\$432.75
	After 23 Years	\$442.71		After 23 Years	\$451.57
	After 24 Years	\$461.16		After 24 Years	\$470.38
	After 25 Years	\$479.60		After 25 Years	\$489.20
	After 26 Years	\$498.05		After 26 Years	\$508.01
	After 27 Years	\$516.50		After 27 Years	\$526.83
	After 28 Years	\$534.94		After 28 Years	\$545.64
	After 29 Years	\$553.39		After 29 Years	\$564.46

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Appendix "A (4)"  
 Percentage Longevity for Individuals Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) on or After the Execution of the MOA

**Effective 1/21/09**

**Effective 1/21/09**

**Step 3**    Bi-Weekly    \$3,827.02

**Step 4**    Bi-Weekly    \$3,931.13

After 1 Year	\$38.27
After 2 Years	\$57.41
After 3 Years	\$76.54
After 4 Years	\$95.68
After 5 Years	\$114.81
After 6 Years	\$133.95
After 7 Years	\$153.08
After 8 Years	\$172.22
After 9 Years	\$191.35
After 10 Years	\$210.49
After 11 Years	\$229.62
After 12 Years	\$248.76
After 13 Years	\$267.89
After 14 Years	\$287.03
After 15 Years	\$306.16
After 16 Years	\$325.30
After 17 Years	\$344.43
After 18 Years	\$363.57
After 19 Years	\$382.70
After 20 Years	\$401.84
After 21 Years	\$420.97
After 22 Years	\$440.11
After 23 Years	\$459.24
After 24 Years	\$478.38
After 25 Years	\$497.51
After 26 Years	\$516.65
After 27 Years	\$535.78
After 28 Years	\$554.92
After 29 Years	\$574.05

After 1 Year	\$39.31
After 2 Years	\$58.97
After 3 Years	\$78.62
After 4 Years	\$98.28
After 5 Years	\$117.93
After 6 Years	\$137.59
After 7 Years	\$157.25
After 8 Years	\$176.90
After 9 Years	\$196.56
After 10 Years	\$216.21
After 11 Years	\$235.87
After 12 Years	\$255.52
After 13 Years	\$275.18
After 14 Years	\$294.83
After 15 Years	\$314.49
After 16 Years	\$334.15
After 17 Years	\$353.80
After 18 Years	\$373.46
After 19 Years	\$393.11
After 20 Years	\$412.77
After 21 Years	\$432.42
After 22 Years	\$452.08
After 23 Years	\$471.74
After 24 Years	\$491.39
After 25 Years	\$511.05
After 26 Years	\$530.70
After 27 Years	\$550.36
After 28 Years	\$570.01
After 29 Years	\$589.67

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Appendix "A (4)"  
Percentage Longevity for Individuals Promoted to the Rank of  
Police Sergeant (Job Specification 2605) on or After the Execution of the MOA

Effective 1/21/09

<b><u>Step 5</u></b>	Bi-Weekly	\$4,150.41
	After 1 Year	\$41.50
	After 2 Years	\$62.26
	After 3 Years	\$83.01
	After 4 Years	\$103.76
	After 5 Years	\$124.51
	After 6 Years	\$145.26
	After 7 Years	\$166.02
	After 8 Years	\$186.77
	After 9 Years	\$207.52
	After 10 Years	\$228.27
	After 11 Years	\$249.02
	After 12 Years	\$269.78
	After 13 Years	\$290.53
	After 14 Years	\$311.28
	After 15 Years	\$332.03
	After 16 Years	\$352.78
	After 17 Years	\$373.54
	After 18 Years	\$394.29
	After 19 Years	\$415.04
	After 20 Years	\$435.79
	After 21 Years	\$456.55
	After 22 Years	\$477.30
	After 23 Years	\$498.05
	After 24 Years	\$518.80
	After 25 Years	\$539.55
	After 26 Years	\$560.31
	After 27 Years	\$581.06
	After 28 Years	\$601.81
	After 29 Years	\$622.56

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Appendix "A (5)"  
 Salary Ranges for Individuals Promoted to the Rank of Detective Sergeant  
 (Job Specification 2606) Before 1/1/98 who had been Promoted to the Rank of  
 Police Sergeant (Job Specification 2605) Before 1/1/93

**Effective 1/21/03**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	Upon Promotion	\$3,499.51	\$90,987.26
2	After 1st Yr	\$3,622.01	\$94,172.26
3	After 2nd Yr	\$3,741.39	\$97,276.14
4	After 3rd Yr	\$4,040.67	\$105,057.42

**Effective 1/21/04**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	Upon Promotion	\$3,630.74	\$94,399.24
2	After 1st Yr	\$3,757.84	\$97,703.84
3	After 2nd Yr	\$3,881.69	\$100,923.94
4	After 3rd Yr	\$4,192.20	\$108,997.20

**Effective 1/21/05**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	Upon Promotion	\$3,757.82	\$97,703.32
2	After 1st Yr	\$3,889.36	\$101,123.36
3	After 2nd Yr	\$4,017.55	\$104,456.30
4	After 3rd Yr	\$4,338.93	\$112,812.18

**Effective 1/21/06**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	Upon Promotion	\$3,870.55	\$100,634.30
2	After 1st Yr	\$4,006.04	\$104,157.04
3	After 2nd Yr	\$4,138.08	\$107,590.08
4	After 3rd Yr	\$4,469.10	\$116,196.60

**Effective 1/21/07**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	Upon Promotion	\$3,986.67	\$103,653.42
2	After 1st Yr	\$4,126.22	\$107,281.72
3	After 2nd Yr	\$4,262.22	\$110,817.72
4	After 3rd Yr	\$4,603.17	\$119,682.42

**Effective 1/21/08**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	Upon Promotion	\$4,146.14	\$107,799.64
2	After 1st Yr	\$4,291.27	\$111,573.02
3	After 2nd Yr	\$4,432.71	\$115,250.46
4	After 3rd Yr	\$4,787.30	\$124,469.80

**Effective 1/21/09**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	Upon Promotion	\$4,311.99	\$112,111.74
2	After 1st Yr	\$4,462.92	\$116,035.92
3	After 2nd Yr	\$4,610.02	\$119,860.52
4	After 3rd Yr	\$4,978.79	\$129,448.54

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Appendix "A (5)"

Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant (Job Specification 2606)  
 Before 1/1/98 who had been Promoted to the Rank of Sergeant (Job Specification 2605) Before 1/1/93

**Effective 1/21/03**

**Effective 1/21/03**

<u>Step 1</u>	Bi-Weekly	\$3,499.51
After 1 Year	\$35.00	
After 2 Years	\$52.49	
After 3 Years	\$69.99	
After 4 Years	\$87.49	
After 5 Years	\$104.99	
After 6 Years	\$122.48	
After 7 Years	\$139.98	
After 8 Years	\$157.48	
After 9 Years	\$174.98	
After 10 Years	\$192.47	
After 11 Years	\$209.97	
After 12 Years	\$227.47	
After 13 Years	\$244.97	
After 14 Years	\$262.46	
After 15 Years	\$279.96	
After 16 Years	\$297.46	
After 17 Years	\$314.96	
After 18 Years	\$332.45	
After 19 Years	\$349.95	
After 20 Years	\$367.45	
After 21 Years	\$384.95	
After 22 Years	\$402.44	
After 23 Years	\$419.94	
After 24 Years	\$437.44	
After 25 Years	\$454.94	
After 26 Years	\$472.43	
After 27 Years	\$489.93	
After 28 Years	\$507.43	
After 29 Years	\$524.93	

<u>Step 2</u>	Bi-Weekly	\$3,622.01
After 1 Year	\$36.22	
After 2 Years	\$54.33	
After 3 Years	\$72.44	
After 4 Years	\$90.55	
After 5 Years	\$108.66	
After 6 Years	\$126.77	
After 7 Years	\$144.88	
After 8 Years	\$162.99	
After 9 Years	\$181.10	
After 10 Years	\$199.21	
After 11 Years	\$217.32	
After 12 Years	\$235.43	
After 13 Years	\$253.54	
After 14 Years	\$271.65	
After 15 Years	\$289.76	
After 16 Years	\$307.87	
After 17 Years	\$325.98	
After 18 Years	\$344.09	
After 19 Years	\$362.20	
After 20 Years	\$380.31	
After 21 Years	\$398.42	
After 22 Years	\$416.53	
After 23 Years	\$434.64	
After 24 Years	\$452.75	
After 25 Years	\$470.86	
After 26 Years	\$488.97	
After 27 Years	\$507.08	
After 28 Years	\$525.19	
After 29 Years	\$543.30	

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Appendix "A (5)"

Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant (Job Specification 2606)  
 Before 1/1/98 who had been Promoted to the Rank of Sergeant (Job Specification 2605) Before 1/1/93

Effective 1/21/03

Effective 1/21/03

<u>Step 3</u>	Bi-Weekly	\$3,741.39
	After 1 Year	\$37.41
	After 2 Years	\$56.12
	After 3 Years	\$74.83
	After 4 Years	\$93.53
	After 5 Years	\$112.24
	After 6 Years	\$130.95
	After 7 Years	\$149.66
	After 8 Years	\$168.36
	After 9 Years	\$187.07
	After 10 Years	\$205.78
	After 11 Years	\$224.48
	After 12 Years	\$243.19
	After 13 Years	\$261.90
	After 14 Years	\$280.60
	After 15 Years	\$299.31
	After 16 Years	\$318.02
	After 17 Years	\$336.73
	After 18 Years	\$355.43
	After 19 Years	\$374.14
	After 20 Years	\$392.85
	After 21 Years	\$411.55
	After 22 Years	\$430.26
	After 23 Years	\$448.97
	After 24 Years	\$467.67
	After 25 Years	\$486.38
	After 26 Years	\$505.09
	After 27 Years	\$523.79
	After 28 Years	\$542.50
	After 29 Years	\$561.21

<u>Step 4</u>	Bi-Weekly	\$4,040.67
	After 1 Year	\$40.41
	After 2 Years	\$60.61
	After 3 Years	\$80.81
	After 4 Years	\$101.02
	After 5 Years	\$121.22
	After 6 Years	\$141.42
	After 7 Years	\$161.63
	After 8 Years	\$181.83
	After 9 Years	\$202.03
	After 10 Years	\$222.24
	After 11 Years	\$242.44
	After 12 Years	\$262.64
	After 13 Years	\$282.85
	After 14 Years	\$303.05
	After 15 Years	\$323.25
	After 16 Years	\$343.46
	After 17 Years	\$363.66
	After 18 Years	\$383.86
	After 19 Years	\$404.07
	After 20 Years	\$424.27
	After 21 Years	\$444.47
	After 22 Years	\$464.68
	After 23 Years	\$484.88
	After 24 Years	\$505.08
	After 25 Years	\$525.29
	After 26 Years	\$545.49
	After 27 Years	\$565.69
	After 28 Years	\$585.90
	After 29 Years	\$606.10

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Appendix "A (5)"

Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant (Job Specification 2606) Before 1/1/98 who had been Promoted to the Rank of Sergeant (Job Specification 2605) Before 1/1/93

**Effective 1/21/04**

**Effective 1/21/04**

<b><u>Step 1</u></b>	<b>Bi-Weekly</b>	<b>\$3,630.74</b>
After 1 Year		\$36.31
After 2 Years		\$54.46
After 3 Years		\$72.61
After 4 Years		\$90.77
After 5 Years		\$108.92
After 6 Years		\$127.08
After 7 Years		\$145.23
After 8 Years		\$163.38
After 9 Years		\$181.54
After 10 Years		\$199.69
After 11 Years		\$217.84
After 12 Years		\$236.00
After 13 Years		\$254.15
After 14 Years		\$272.31
After 15 Years		\$290.46
After 16 Years		\$308.61
After 17 Years		\$326.77
After 18 Years		\$344.92
After 19 Years		\$363.07
After 20 Years		\$381.23
After 21 Years		\$399.38
After 22 Years		\$417.54
After 23 Years		\$435.69
After 24 Years		\$453.84
After 25 Years		\$472.00
After 26 Years		\$490.15
After 27 Years		\$508.30
After 28 Years		\$526.46
After 29 Years		\$544.61

<b><u>Step 2</u></b>	<b>Bi-Weekly</b>	<b>\$3,757.84</b>
After 1 Year		\$37.58
After 2 Years		\$56.37
After 3 Years		\$75.16
After 4 Years		\$93.95
After 5 Years		\$112.74
After 6 Years		\$131.52
After 7 Years		\$150.31
After 8 Years		\$169.10
After 9 Years		\$187.89
After 10 Years		\$206.68
After 11 Years		\$225.47
After 12 Years		\$244.26
After 13 Years		\$263.05
After 14 Years		\$281.84
After 15 Years		\$300.63
After 16 Years		\$319.42
After 17 Years		\$338.21
After 18 Years		\$356.99
After 19 Years		\$375.78
After 20 Years		\$394.57
After 21 Years		\$413.36
After 22 Years		\$432.15
After 23 Years		\$450.94
After 24 Years		\$469.73
After 25 Years		\$488.52
After 26 Years		\$507.31
After 27 Years		\$526.10
After 28 Years		\$544.89
After 29 Years		\$563.68

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Appendix "A (5)"

Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant (Job Specification 2606)  
 Before 1/1/98 who had been Promoted to the Rank of Sergeant (Job Specification 2605) Before 1/1/93

Effective 1/21/04

Effective 1/21/04

<u>Step 3</u>	Bi-Weekly	\$3,881.69
	After 1 Year	\$38.82
	After 2 Years	\$58.23
	After 3 Years	\$77.63
	After 4 Years	\$97.04
	After 5 Years	\$116.45
	After 6 Years	\$135.86
	After 7 Years	\$155.27
	After 8 Years	\$174.68
	After 9 Years	\$194.08
	After 10 Years	\$213.49
	After 11 Years	\$232.90
	After 12 Years	\$252.31
	After 13 Years	\$271.72
	After 14 Years	\$291.13
	After 15 Years	\$310.54
	After 16 Years	\$329.94
	After 17 Years	\$349.35
	After 18 Years	\$368.76
	After 19 Years	\$388.17
	After 20 Years	\$407.58
	After 21 Years	\$426.99
	After 22 Years	\$446.39
	After 23 Years	\$465.80
	After 24 Years	\$485.21
	After 25 Years	\$504.62
	After 26 Years	\$524.03
	After 27 Years	\$543.44
	After 28 Years	\$562.85
	After 29 Years	\$582.25

<u>Step 4</u>	Bi-Weekly	\$4,192.20
	After 1 Year	\$41.92
	After 2 Years	\$62.88
	After 3 Years	\$83.84
	After 4 Years	\$104.81
	After 5 Years	\$125.77
	After 6 Years	\$146.73
	After 7 Years	\$167.69
	After 8 Years	\$188.65
	After 9 Years	\$209.61
	After 10 Years	\$230.57
	After 11 Years	\$251.53
	After 12 Years	\$272.49
	After 13 Years	\$293.45
	After 14 Years	\$314.42
	After 15 Years	\$335.38
	After 16 Years	\$356.34
	After 17 Years	\$377.30
	After 18 Years	\$398.26
	After 19 Years	\$419.22
	After 20 Years	\$440.18
	After 21 Years	\$461.14
	After 22 Years	\$482.10
	After 23 Years	\$503.06
	After 24 Years	\$524.03
	After 25 Years	\$544.99
	After 26 Years	\$565.95
	After 27 Years	\$586.91
	After 28 Years	\$607.87
	After 29 Years	\$628.83

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Appendix "A (5)"

Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant (Job Specification 2606) Before 1/1/98 who had been Promoted to the Rank of Sergeant (Job Specification 2605) Before 1/1/93

**Effective 1/21/05**

**Effective 1/21/05**

<u>Step 1</u>	Bi-Weekly	\$3,757.82
	After 1 Year	\$37.58
	After 2 Years	\$56.37
	After 3 Years	\$75.16
	After 4 Years	\$93.95
	After 5 Years	\$112.73
	After 6 Years	\$131.52
	After 7 Years	\$150.31
	After 8 Years	\$169.10
	After 9 Years	\$187.89
	After 10 Years	\$206.68
	After 11 Years	\$225.47
	After 12 Years	\$244.26
	After 13 Years	\$263.05
	After 14 Years	\$281.84
	After 15 Years	\$300.63
	After 16 Years	\$319.41
	After 17 Years	\$338.20
	After 18 Years	\$356.99
	After 19 Years	\$375.78
	After 20 Years	\$394.57
	After 21 Years	\$413.36
	After 22 Years	\$432.15
	After 23 Years	\$450.94
	After 24 Years	\$469.73
	After 25 Years	\$488.52
	After 26 Years	\$507.31
	After 27 Years	\$526.09
	After 28 Years	\$544.88
	After 29 Years	\$563.67

<u>Step 2</u>	Bi-Weekly	\$3,889.36
	After 1 Year	\$38.89
	After 2 Years	\$58.34
	After 3 Years	\$77.79
	After 4 Years	\$97.23
	After 5 Years	\$116.68
	After 6 Years	\$136.13
	After 7 Years	\$155.57
	After 8 Years	\$175.02
	After 9 Years	\$194.47
	After 10 Years	\$213.91
	After 11 Years	\$233.36
	After 12 Years	\$252.81
	After 13 Years	\$272.26
	After 14 Years	\$291.70
	After 15 Years	\$311.15
	After 16 Years	\$330.60
	After 17 Years	\$350.04
	After 18 Years	\$369.49
	After 19 Years	\$388.94
	After 20 Years	\$408.38
	After 21 Years	\$427.83
	After 22 Years	\$447.28
	After 23 Years	\$466.72
	After 24 Years	\$486.17
	After 25 Years	\$505.62
	After 26 Years	\$525.06
	After 27 Years	\$544.51
	After 28 Years	\$563.96
	After 29 Years	\$583.40

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Appendix "A (5)"

Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant (Job Specification 2606)  
 Before 1/1/98 who had been Promoted to the Rank of Sergeant (Job Specification 2605) Before 1/1/93

**Effective 1/21/05**

**Effective 1/21/05**

<u>Step 3</u>	Bi-Weekly	\$4,017.55
	After 1 Year	\$40.18
	After 2 Years	\$60.26
	After 3 Years	\$80.35
	After 4 Years	\$100.44
	After 5 Years	\$120.53
	After 6 Years	\$140.61
	After 7 Years	\$160.70
	After 8 Years	\$180.79
	After 9 Years	\$200.88
	After 10 Years	\$220.97
	After 11 Years	\$241.05
	After 12 Years	\$261.14
	After 13 Years	\$281.23
	After 14 Years	\$301.32
	After 15 Years	\$321.40
	After 16 Years	\$341.49
	After 17 Years	\$361.58
	After 18 Years	\$381.67
	After 19 Years	\$401.76
	After 20 Years	\$421.84
	After 21 Years	\$441.93
	After 22 Years	\$462.02
	After 23 Years	\$482.11
	After 24 Years	\$502.19
	After 25 Years	\$522.28
	After 26 Years	\$542.37
	After 27 Years	\$562.46
	After 28 Years	\$582.54
	After 29 Years	\$602.63

<u>Step 4</u>	Bi-Weekly	\$4,338.93
	After 1 Year	\$43.39
	After 2 Years	\$65.08
	After 3 Years	\$86.78
	After 4 Years	\$108.47
	After 5 Years	\$130.17
	After 6 Years	\$151.86
	After 7 Years	\$173.56
	After 8 Years	\$195.25
	After 9 Years	\$216.95
	After 10 Years	\$238.64
	After 11 Years	\$260.34
	After 12 Years	\$282.03
	After 13 Years	\$303.73
	After 14 Years	\$325.42
	After 15 Years	\$347.11
	After 16 Years	\$368.81
	After 17 Years	\$390.50
	After 18 Years	\$412.20
	After 19 Years	\$433.89
	After 20 Years	\$455.59
	After 21 Years	\$477.28
	After 22 Years	\$498.98
	After 23 Years	\$520.67
	After 24 Years	\$542.37
	After 25 Years	\$564.06
	After 26 Years	\$585.76
	After 27 Years	\$607.45
	After 28 Years	\$629.14
	After 29 Years	\$650.84

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Appendix "A (5)"

Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant (Job Specification 2606)  
 Before 1/1/98 who had been Promoted to the Rank of Sergeant (Job Specification 2605) Before 1/1/93

**Effective 1/21/06**

**Effective 1/21/06**

<u>Step 1</u>	Bi-Weekly	\$3,870.55
After 1 Year	\$38.71	
After 2 Years	\$58.06	
After 3 Years	\$77.41	
After 4 Years	\$96.76	
After 5 Years	\$116.12	
After 6 Years	\$135.47	
After 7 Years	\$154.82	
After 8 Years	\$174.17	
After 9 Years	\$193.53	
After 10 Years	\$212.88	
After 11 Years	\$232.23	
After 12 Years	\$251.59	
After 13 Years	\$270.94	
After 14 Years	\$290.29	
After 15 Years	\$309.64	
After 16 Years	\$329.00	
After 17 Years	\$348.35	
After 18 Years	\$367.70	
After 19 Years	\$387.06	
After 20 Years	\$406.41	
After 21 Years	\$425.76	
After 22 Years	\$445.11	
After 23 Years	\$464.47	
After 24 Years	\$483.82	
After 25 Years	\$503.17	
After 26 Years	\$522.52	
After 27 Years	\$541.88	
After 28 Years	\$561.23	
After 29 Years	\$580.58	

<u>Step 2</u>	Bi-Weekly	\$4,006.04
After 1 Year	\$40.06	
After 2 Years	\$60.09	
After 3 Years	\$80.12	
After 4 Years	\$100.15	
After 5 Years	\$120.18	
After 6 Years	\$140.21	
After 7 Years	\$160.24	
After 8 Years	\$180.27	
After 9 Years	\$200.30	
After 10 Years	\$220.33	
After 11 Years	\$240.36	
After 12 Years	\$260.39	
After 13 Years	\$280.42	
After 14 Years	\$300.45	
After 15 Years	\$320.48	
After 16 Years	\$340.51	
After 17 Years	\$360.54	
After 18 Years	\$380.57	
After 19 Years	\$400.60	
After 20 Years	\$420.63	
After 21 Years	\$440.66	
After 22 Years	\$460.69	
After 23 Years	\$480.72	
After 24 Years	\$500.76	
After 25 Years	\$520.79	
After 26 Years	\$540.82	
After 27 Years	\$560.85	
After 28 Years	\$580.88	
After 29 Years	\$600.91	

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Appendix "A (5)"

Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant (Job Specification 2606)  
 Before 1/1/98 who had been Promoted to the Rank of Sergeant (Job Specification 2605) Before 1/1/93

**Effective 1/21/06**

**Effective 1/21/06**

<b><u>Step 3</u></b>	<b>Bi-Weekly</b>	<b>\$4,138.08</b>
After 1 Year	\$41.38	
After 2 Years	\$62.07	
After 3 Years	\$82.76	
After 4 Years	\$103.45	
After 5 Years	\$124.14	
After 6 Years	\$144.83	
After 7 Years	\$165.52	
After 8 Years	\$186.21	
After 9 Years	\$206.90	
After 10 Years	\$227.59	
After 11 Years	\$248.28	
After 12 Years	\$268.98	
After 13 Years	\$289.67	
After 14 Years	\$310.36	
After 15 Years	\$331.05	
After 16 Years	\$351.74	
After 17 Years	\$372.43	
After 18 Years	\$393.12	
After 19 Years	\$413.81	
After 20 Years	\$434.50	
After 21 Years	\$455.19	
After 22 Years	\$475.88	
After 23 Years	\$496.57	
After 24 Years	\$517.26	
After 25 Years	\$537.95	
After 26 Years	\$558.64	
After 27 Years	\$579.33	
After 28 Years	\$600.02	
After 29 Years	\$620.71	

<b><u>Step 4</u></b>	<b>Bi-Weekly</b>	<b>\$4,469.10</b>
After 1 Year	\$44.69	
After 2 Years	\$67.04	
After 3 Years	\$89.38	
After 4 Years	\$111.73	
After 5 Years	\$134.07	
After 6 Years	\$156.42	
After 7 Years	\$178.76	
After 8 Years	\$201.11	
After 9 Years	\$223.46	
After 10 Years	\$245.80	
After 11 Years	\$268.15	
After 12 Years	\$290.49	
After 13 Years	\$312.84	
After 14 Years	\$335.18	
After 15 Years	\$357.53	
After 16 Years	\$379.87	
After 17 Years	\$402.22	
After 18 Years	\$424.56	
After 19 Years	\$446.91	
After 20 Years	\$469.26	
After 21 Years	\$491.60	
After 22 Years	\$513.95	
After 23 Years	\$536.29	
After 24 Years	\$558.64	
After 25 Years	\$580.98	
After 26 Years	\$603.33	
After 27 Years	\$625.67	
After 28 Years	\$648.02	
After 29 Years	\$670.37	

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Appendix "A (5)"

Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant (Job Specification 2606) Before 1/1/98 who had been Promoted to the Rank of Sergeant (Job Specification 2605) Before 1/1/93

**Effective 1/21/07**

**Effective 1/21/07**

<b><u>Step 1</u></b>	<b>Bi-Weekly</b>	<b>\$3,986.67</b>
After 1 Year		\$39.87
After 2 Years		\$59.80
After 3 Years		\$79.73
After 4 Years		\$99.67
After 5 Years		\$119.60
After 6 Years		\$139.53
After 7 Years		\$159.47
After 8 Years		\$179.40
After 9 Years		\$199.33
After 10 Years		\$219.27
After 11 Years		\$239.20
After 12 Years		\$259.13
After 13 Years		\$279.07
After 14 Years		\$299.00
After 15 Years		\$318.93
After 16 Years		\$338.87
After 17 Years		\$358.80
After 18 Years		\$378.73
After 19 Years		\$398.67
After 20 Years		\$418.60
After 21 Years		\$438.53
After 22 Years		\$458.47
After 23 Years		\$478.40
After 24 Years		\$498.33
After 25 Years		\$518.27
After 26 Years		\$538.20
After 27 Years		\$558.13
After 28 Years		\$578.07
After 29 Years		\$598.00

<b><u>Step 2</u></b>	<b>Bi-Weekly</b>	<b>\$4,126.22</b>
After 1 Year		\$41.26
After 2 Years		\$61.89
After 3 Years		\$82.52
After 4 Years		\$103.16
After 5 Years		\$123.79
After 6 Years		\$144.42
After 7 Years		\$165.05
After 8 Years		\$185.68
After 9 Years		\$206.31
After 10 Years		\$226.94
After 11 Years		\$247.57
After 12 Years		\$268.20
After 13 Years		\$288.84
After 14 Years		\$309.47
After 15 Years		\$330.10
After 16 Years		\$350.73
After 17 Years		\$371.36
After 18 Years		\$391.99
After 19 Years		\$412.62
After 20 Years		\$433.25
After 21 Years		\$453.88
After 22 Years		\$474.52
After 23 Years		\$495.15
After 24 Years		\$515.78
After 25 Years		\$536.41
After 26 Years		\$557.04
After 27 Years		\$577.67
After 28 Years		\$598.30
After 29 Years		\$618.93

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Appendix "A (5)"

Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant (Job Specification 2606)  
 Before 1/1/98 who had been Promoted to the Rank of Sergeant (Job Specification 2605) Before 1/1/93

**Effective 1/21/07**

**Effective 1/21/07**

<b><u>Step 3</u></b>	Bi-Weekly	\$4,262.22
After 1 Year		\$42.62
After 2 Years		\$63.93
After 3 Years		\$85.24
After 4 Years		\$106.56
After 5 Years		\$127.87
After 6 Years		\$149.18
After 7 Years		\$170.49
After 8 Years		\$191.80
After 9 Years		\$213.11
After 10 Years		\$234.42
After 11 Years		\$255.73
After 12 Years		\$277.04
After 13 Years		\$298.36
After 14 Years		\$319.67
After 15 Years		\$340.98
After 16 Years		\$362.29
After 17 Years		\$383.60
After 18 Years		\$404.91
After 19 Years		\$426.22
After 20 Years		\$447.53
After 21 Years		\$468.84
After 22 Years		\$490.16
After 23 Years		\$511.47
After 24 Years		\$532.78
After 25 Years		\$554.09
After 26 Years		\$575.40
After 27 Years		\$596.71
After 28 Years		\$618.02
After 29 Years		\$639.33

<b><u>Step 4</u></b>	Bi-Weekly	\$4,603.17
After 1 Year		\$46.03
After 2 Years		\$69.05
After 3 Years		\$92.06
After 4 Years		\$115.08
After 5 Years		\$138.10
After 6 Years		\$161.11
After 7 Years		\$184.13
After 8 Years		\$207.14
After 9 Years		\$230.16
After 10 Years		\$253.17
After 11 Years		\$276.19
After 12 Years		\$299.21
After 13 Years		\$322.22
After 14 Years		\$345.24
After 15 Years		\$368.25
After 16 Years		\$391.27
After 17 Years		\$414.29
After 18 Years		\$437.30
After 19 Years		\$460.32
After 20 Years		\$483.33
After 21 Years		\$506.35
After 22 Years		\$529.36
After 23 Years		\$552.38
After 24 Years		\$575.40
After 25 Years		\$598.41
After 26 Years		\$621.43
After 27 Years		\$644.44
After 28 Years		\$667.46
After 29 Years		\$690.48

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Appendix "A (5)"

Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant (Job Specification 2606) Before 1/1/98 who had been Promoted to the Rank of Sergeant (Job Specification 2605) Before 1/1/93

**Effective 1/21/08**

**Effective 1/21/08**

<b><u>Step 1</u></b>	Bi-Weekly	\$4,146.14
After 1 Year		\$41.46
After 2 Years		\$62.19
After 3 Years		\$82.92
After 4 Years		\$103.65
After 5 Years		\$124.38
After 6 Years		\$145.11
After 7 Years		\$165.85
After 8 Years		\$186.58
After 9 Years		\$207.31
After 10 Years		\$228.04
After 11 Years		\$248.77
After 12 Years		\$269.50
After 13 Years		\$290.23
After 14 Years		\$310.96
After 15 Years		\$331.69
After 16 Years		\$352.42
After 17 Years		\$373.15
After 18 Years		\$393.88
After 19 Years		\$414.61
After 20 Years		\$435.34
After 21 Years		\$456.08
After 22 Years		\$476.81
After 23 Years		\$497.54
After 24 Years		\$518.27
After 25 Years		\$539.00
After 26 Years		\$559.73
After 27 Years		\$580.46
After 28 Years		\$601.19
After 29 Years		\$621.92

<b><u>Step 2</u></b>	Bi-Weekly	\$4,291.27
After 1 Year		\$42.91
After 2 Years		\$64.37
After 3 Years		\$85.83
After 4 Years		\$107.28
After 5 Years		\$128.74
After 6 Years		\$150.19
After 7 Years		\$171.65
After 8 Years		\$193.11
After 9 Years		\$214.56
After 10 Years		\$236.02
After 11 Years		\$257.48
After 12 Years		\$278.93
After 13 Years		\$300.39
After 14 Years		\$321.85
After 15 Years		\$343.30
After 16 Years		\$364.76
After 17 Years		\$386.21
After 18 Years		\$407.67
After 19 Years		\$429.13
After 20 Years		\$450.58
After 21 Years		\$472.04
After 22 Years		\$493.50
After 23 Years		\$514.95
After 24 Years		\$536.41
After 25 Years		\$557.87
After 26 Years		\$579.32
After 27 Years		\$600.78
After 28 Years		\$622.23
After 29 Years		\$643.69

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Appendix "A (5)"

Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant (Job Specification 2606) Before 1/1/98 who had been Promoted to the Rank of Sergeant (Job Specification 2605) Before 1/1/93

**Effective 1/21/08**

**Effective 1/21/08**

<b><u>Step 3</u></b>	Bi-Weekly	\$4,432.17
After 1 Year		\$44.32
After 2 Years		\$66.48
After 3 Years		\$88.64
After 4 Years		\$110.80
After 5 Years		\$132.97
After 6 Years		\$155.13
After 7 Years		\$177.29
After 8 Years		\$199.45
After 9 Years		\$221.61
After 10 Years		\$243.77
After 11 Years		\$265.93
After 12 Years		\$288.09
After 13 Years		\$310.25
After 14 Years		\$332.41
After 15 Years		\$354.57
After 16 Years		\$376.73
After 17 Years		\$398.90
After 18 Years		\$421.06
After 19 Years		\$443.22
After 20 Years		\$465.38
After 21 Years		\$487.54
After 22 Years		\$509.70
After 23 Years		\$531.86
After 24 Years		\$554.02
After 25 Years		\$576.18
After 26 Years		\$598.34
After 27 Years		\$620.50
After 28 Years		\$642.66
After 29 Years		\$664.83

<b><u>Step 4</u></b>	Bi-Weekly	\$4,787.30
After 1 Year		\$47.87
After 2 Years		\$71.81
After 3 Years		\$95.75
After 4 Years		\$119.68
After 5 Years		\$143.62
After 6 Years		\$167.56
After 7 Years		\$191.49
After 8 Years		\$215.43
After 9 Years		\$239.37
After 10 Years		\$263.30
After 11 Years		\$287.24
After 12 Years		\$311.17
After 13 Years		\$335.11
After 14 Years		\$359.05
After 15 Years		\$382.98
After 16 Years		\$406.92
After 17 Years		\$430.86
After 18 Years		\$454.79
After 19 Years		\$478.73
After 20 Years		\$502.67
After 21 Years		\$526.60
After 22 Years		\$550.54
After 23 Years		\$574.48
After 24 Years		\$598.41
After 25 Years		\$622.35
After 26 Years		\$646.29
After 27 Years		\$670.22
After 28 Years		\$694.16
After 29 Years		\$718.10

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Appendix "A (5)"

Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant (Job Specification 2606)  
 Before 1/1/98 who had been Promoted to the Rank of Sergeant (Job Specification 2605) Before 1/1/93

Effective 1/21/09

Effective 1/21/09

<u>Step 1</u>	Bi-Weekly	\$4,311.99	<u>Step 2</u>	Bi-Weekly	\$4,462.92
	After 1 Year	\$43.12		After 1 Year	\$44.63
	After 2 Years	\$64.68		After 2 Years	\$66.94
	After 3 Years	\$86.24		After 3 Years	\$89.26
	After 4 Years	\$107.80		After 4 Years	\$111.57
	After 5 Years	\$129.36		After 5 Years	\$133.89
	After 6 Years	\$150.92		After 6 Years	\$156.20
	After 7 Years	\$172.48		After 7 Years	\$178.52
	After 8 Years	\$194.04		After 8 Years	\$200.83
	After 9 Years	\$215.60		After 9 Years	\$223.15
	After 10 Years	\$237.16		After 10 Years	\$245.46
	After 11 Years	\$258.72		After 11 Years	\$267.78
	After 12 Years	\$280.28		After 12 Years	\$290.09
	After 13 Years	\$301.84		After 13 Years	\$312.40
	After 14 Years	\$323.40		After 14 Years	\$334.72
	After 15 Years	\$344.96		After 15 Years	\$357.03
	After 16 Years	\$366.52		After 16 Years	\$379.35
	After 17 Years	\$388.08		After 17 Years	\$401.66
	After 18 Years	\$409.64		After 18 Years	\$423.98
	After 19 Years	\$431.20		After 19 Years	\$446.29
	After 20 Years	\$452.76		After 20 Years	\$468.61
	After 21 Years	\$474.32		After 21 Years	\$490.92
	After 22 Years	\$495.88		After 22 Years	\$513.24
	After 23 Years	\$517.44		After 23 Years	\$535.55
	After 24 Years	\$539.00		After 24 Years	\$557.87
	After 25 Years	\$560.56		After 25 Years	\$580.18
	After 26 Years	\$582.12		After 26 Years	\$602.49
	After 27 Years	\$603.68		After 27 Years	\$624.81
	After 28 Years	\$625.24		After 28 Years	\$647.12
	After 29 Years	\$646.80		After 29 Years	\$669.44

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Appendix "A (5)"

Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant (Job Specification 2606)  
 Before 1/1/98 who had been Promoted to the Rank of Sergeant (Job Specification 2605) Before 1/1/93

Effective 1/21/09

Effective 1/21/09

<u>Step 3</u>	Bi-Weekly	\$4,610.02	<u>Step 4</u>	Bi-Weekly	\$4,978.79
	After 1 Year	\$46.10		After 1 Year	\$49.79
	After 2 Years	\$69.15		After 2 Years	\$74.68
	After 3 Years	\$92.20		After 3 Years	\$99.58
	After 4 Years	\$115.25		After 4 Years	\$124.47
	After 5 Years	\$138.30		After 5 Years	\$149.36
	After 6 Years	\$161.35		After 6 Years	\$174.26
	After 7 Years	\$184.40		After 7 Years	\$199.15
	After 8 Years	\$207.45		After 8 Years	\$224.05
	After 9 Years	\$230.50		After 9 Years	\$248.94
	After 10 Years	\$253.55		After 10 Years	\$273.83
	After 11 Years	\$276.60		After 11 Years	\$298.73
	After 12 Years	\$299.65		After 12 Years	\$323.62
	After 13 Years	\$322.70		After 13 Years	\$348.52
	After 14 Years	\$345.75		After 14 Years	\$373.41
	After 15 Years	\$368.80		After 15 Years	\$398.30
	After 16 Years	\$391.85		After 16 Years	\$423.20
	After 17 Years	\$414.90		After 17 Years	\$448.09
	After 18 Years	\$437.95		After 18 Years	\$472.99
	After 19 Years	\$461.00		After 19 Years	\$497.88
	After 20 Years	\$484.05		After 20 Years	\$522.77
	After 21 Years	\$507.10		After 21 Years	\$547.67
	After 22 Years	\$530.15		After 22 Years	\$572.56
	After 23 Years	\$553.20		After 23 Years	\$597.45
	After 24 Years	\$576.25		After 24 Years	\$622.35
	After 25 Years	\$599.30		After 25 Years	\$647.24
	After 26 Years	\$622.35		After 26 Years	\$672.14
	After 27 Years	\$645.40		After 27 Years	\$697.03
	After 28 Years	\$668.45		After 28 Years	\$721.92
	After 29 Years	\$691.50		After 29 Years	\$746.82

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Appendix "A (6)"  
 Salary Ranges for Individuals Promoted to the Rank of Detective Sergeant  
 (Job Specification 2606 ) on or After 1/1/98 but Before the Execution of the MOA

**Effective 1/21/03**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	Upon Promotion	\$3,536.82	\$91,957.32
2	After 1st Yr	\$3,705.24	\$96,336.24
3	After 2nd Yr	\$3,873.65	\$100,714.90

**Effective 1/21/04**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	Upon Promotion	\$3,669.45	\$95,405.70
2	After 1st Yr	\$3,844.19	\$99,948.94
3	After 2nd Yr	\$4,018.91	\$104,491.66

**Effective 1/21/05**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	Upon Promotion	\$3,797.88	\$98,744.88
2	After 1st Yr	\$3,978.74	\$103,447.24
3	After 2nd Yr	\$4,159.57	\$108,148.82

**Effective 1/21/06**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	Upon Promotion	\$3,911.82	\$101,707.32
2	After 1st Yr	\$4,098.10	\$106,550.60
3	After 2nd Yr	\$4,284.36	\$111,393.36

**Effective 1/21/07**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	Upon Promotion	\$4,029.17	\$104,758.42
2	After 1st Yr	\$4,221.04	\$109,747.04
3	After 2nd Yr	\$4,412.89	\$114,735.14

**Effective 1/21/08**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	Upon Promotion	\$4,190.34	\$108,948.84
2	After 1st Yr	\$4,389.88	\$114,136.88
3	After 2nd Yr	\$4,589.41	\$119,324.66

**Effective 1/21/09**

<u>Step</u>		<u>Bi-Weekly</u>	<u>Annual</u>
1	Upon Promotion	\$4,357.95	\$113,306.70
2	After 1st Yr	\$4,565.48	\$118,702.48
3	After 2nd Yr	\$4,772.99	\$124,097.74

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Appendix "A (6)"  
 Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
 (Job Specification 2606) on or After 1/1/98 But Before the Execution of the MOA

**Effective 1/21/03**

**Effective 1/21/03**

<u>Step 1</u>	Bi-Weekly	\$3,536.82
	After 1 Year	\$35.37
	After 2 Years	\$53.05
	After 3 Years	\$70.74
	After 4 Years	\$88.42
	After 5 Years	\$106.10
	After 6 Years	\$123.79
	After 7 Years	\$141.47
	After 8 Years	\$159.16
	After 9 Years	\$176.84
	After 10 Years	\$194.53
	After 11 Years	\$212.21
	After 12 Years	\$229.89
	After 13 Years	\$247.58
	After 14 Years	\$265.26
	After 15 Years	\$282.95
	After 16 Years	\$300.63
	After 17 Years	\$318.31
	After 18 Years	\$336.00
	After 19 Years	\$353.68
	After 20 Years	\$371.37
	After 21 Years	\$389.05
	After 22 Years	\$406.73
	After 23 Years	\$424.42
	After 24 Years	\$442.10
	After 25 Years	\$459.79
	After 26 Years	\$477.47
	After 27 Years	\$495.15
	After 28 Years	\$512.84
	After 29 Years	\$530.52

<u>Step 2</u>	Bi-Weekly	\$3,705.24
	After 1 Year	\$37.05
	After 2 Years	\$55.58
	After 3 Years	\$74.10
	After 4 Years	\$92.63
	After 5 Years	\$111.16
	After 6 Years	\$129.68
	After 7 Years	\$148.21
	After 8 Years	\$166.74
	After 9 Years	\$185.26
	After 10 Years	\$203.79
	After 11 Years	\$222.31
	After 12 Years	\$240.84
	After 13 Years	\$259.37
	After 14 Years	\$277.89
	After 15 Years	\$296.42
	After 16 Years	\$314.95
	After 17 Years	\$333.47
	After 18 Years	\$352.00
	After 19 Years	\$370.52
	After 20 Years	\$389.05
	After 21 Years	\$407.58
	After 22 Years	\$426.10
	After 23 Years	\$444.63
	After 24 Years	\$463.16
	After 25 Years	\$481.68
	After 26 Years	\$500.21
	After 27 Years	\$518.73
	After 28 Years	\$537.26
	After 29 Years	\$555.79

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Appendix "A (6)"  
Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
(Job Specification 2606) on or After 1/1/98 But Before the Execution of the MOA

Effective 1/21/03

<u>Step 3</u>	Bi-Weekly	\$3,873.65
	After 1 Year	\$38.74
	After 2 Years	\$58.10
	After 3 Years	\$77.47
	After 4 Years	\$96.84
	After 5 Years	\$116.21
	After 6 Years	\$135.58
	After 7 Years	\$154.95
	After 8 Years	\$174.31
	After 9 Years	\$193.68
	After 10 Years	\$213.05
	After 11 Years	\$232.42
	After 12 Years	\$251.79
	After 13 Years	\$271.16
	After 14 Years	\$290.52
	After 15 Years	\$309.89
	After 16 Years	\$329.26
	After 17 Years	\$348.63
	After 18 Years	\$368.00
	After 19 Years	\$387.37
	After 20 Years	\$406.73
	After 21 Years	\$426.10
	After 22 Years	\$445.47
	After 23 Years	\$464.84
	After 24 Years	\$484.21
	After 25 Years	\$503.57
	After 26 Years	\$522.94
	After 27 Years	\$542.31
	After 28 Years	\$561.68
	After 29 Years	\$581.05

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Appendix "A (6)"  
 Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
 (Job Specification 2606) on or After 1/1/98 But Before the Execution of the MOA

**Effective 1/21/04**

**Effective 1/21/04**

<u>Step 1</u>	Bi-Weekly	\$3,669.45	<u>Step 2</u>	Bi-Weekly	\$3,844.19
	After 1 Year	\$36.69		After 1 Year	\$38.44
	After 2 Years	\$55.04		After 2 Years	\$57.66
	After 3 Years	\$73.39		After 3 Years	\$76.88
	After 4 Years	\$91.74		After 4 Years	\$96.10
	After 5 Years	\$110.08		After 5 Years	\$115.33
	After 6 Years	\$128.43		After 6 Years	\$134.55
	After 7 Years	\$146.78		After 7 Years	\$153.77
	After 8 Years	\$165.13		After 8 Years	\$172.99
	After 9 Years	\$183.47		After 9 Years	\$192.21
	After 10 Years	\$201.82		After 10 Years	\$211.43
	After 11 Years	\$220.17		After 11 Years	\$230.65
	After 12 Years	\$238.51		After 12 Years	\$249.87
	After 13 Years	\$256.86		After 13 Years	\$269.09
	After 14 Years	\$275.21		After 14 Years	\$288.31
	After 15 Years	\$293.56		After 15 Years	\$307.54
	After 16 Years	\$311.90		After 16 Years	\$326.76
	After 17 Years	\$330.25		After 17 Years	\$345.98
	After 18 Years	\$348.60		After 18 Years	\$365.20
	After 19 Years	\$366.95		After 19 Years	\$384.42
	After 20 Years	\$385.29		After 20 Years	\$403.64
	After 21 Years	\$403.64		After 21 Years	\$422.86
	After 22 Years	\$421.99		After 22 Years	\$442.08
	After 23 Years	\$440.33		After 23 Years	\$461.30
	After 24 Years	\$458.68		After 24 Years	\$480.52
	After 25 Years	\$477.03		After 25 Years	\$499.74
	After 26 Years	\$495.38		After 26 Years	\$518.97
	After 27 Years	\$513.72		After 27 Years	\$538.19
	After 28 Years	\$532.07		After 28 Years	\$557.41
	After 29 Years	\$550.42		After 29 Years	\$576.63

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Appendix "A (6)"  
Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
(Job Specification 2606) on or After 1/1/98 But Before the Execution of the MOA

Effective 1/21/04

<b>Step 3</b>	Bi-Weekly	\$4,018.91
	After 1 Year	\$40.19
	After 2 Years	\$60.28
	After 3 Years	\$80.38
	After 4 Years	\$100.47
	After 5 Years	\$120.57
	After 6 Years	\$140.66
	After 7 Years	\$160.76
	After 8 Years	\$180.85
	After 9 Years	\$200.95
	After 10 Years	\$221.04
	After 11 Years	\$241.13
	After 12 Years	\$261.23
	After 13 Years	\$281.32
	After 14 Years	\$301.42
	After 15 Years	\$321.51
	After 16 Years	\$341.61
	After 17 Years	\$361.70
	After 18 Years	\$381.80
	After 19 Years	\$401.89
	After 20 Years	\$421.99
	After 21 Years	\$442.08
	After 22 Years	\$462.17
	After 23 Years	\$482.27
	After 24 Years	\$502.36
	After 25 Years	\$522.46
	After 26 Years	\$542.55
	After 27 Years	\$562.65
	After 28 Years	\$582.74
	After 29 Years	\$602.84

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Appendix "A (6)"  
 Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
 (Job Specification 2606) on or After 1/1/98 But Before the Execution of the MOA

**Effective 1/21/05**

**Effective 1/21/05**

<u>Step 1</u>	Bi-Weekly	\$3,797.88	<u>Step 2</u>	Bi-Weekly	\$3,978.74
	After 1 Year	\$37.98		After 1 Year	\$39.79
	After 2 Years	\$56.97		After 2 Years	\$59.68
	After 3 Years	\$75.96		After 3 Years	\$79.57
	After 4 Years	\$94.95		After 4 Years	\$99.47
	After 5 Years	\$113.94		After 5 Years	\$119.36
	After 6 Years	\$132.93		After 6 Years	\$139.26
	After 7 Years	\$151.92		After 7 Years	\$159.15
	After 8 Years	\$170.90		After 8 Years	\$179.04
	After 9 Years	\$189.89		After 9 Years	\$198.94
	After 10 Years	\$208.88		After 10 Years	\$218.83
	After 11 Years	\$227.87		After 11 Years	\$238.72
	After 12 Years	\$246.86		After 12 Years	\$258.62
	After 13 Years	\$265.85		After 13 Years	\$278.51
	After 14 Years	\$284.84		After 14 Years	\$298.41
	After 15 Years	\$303.83		After 15 Years	\$318.30
	After 16 Years	\$322.82		After 16 Years	\$338.19
	After 17 Years	\$341.81		After 17 Years	\$358.09
	After 18 Years	\$360.80		After 18 Years	\$377.98
	After 19 Years	\$379.79		After 19 Years	\$397.87
	After 20 Years	\$398.78		After 20 Years	\$417.77
	After 21 Years	\$417.77		After 21 Years	\$437.66
	After 22 Years	\$436.76		After 22 Years	\$457.56
	After 23 Years	\$455.75		After 23 Years	\$477.45
	After 24 Years	\$474.74		After 24 Years	\$497.34
	After 25 Years	\$493.72		After 25 Years	\$517.24
	After 26 Years	\$512.71		After 26 Years	\$537.13
	After 27 Years	\$531.70		After 27 Years	\$557.02
	After 28 Years	\$550.69		After 28 Years	\$576.92
	After 29 Years	\$569.68		After 29 Years	\$596.81

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Appendix "A (6)"  
Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
(Job Specification 2606) on or After 1/1/98 But Before the Execution of the MOA

Effective 1/21/05

<b>Step 3</b>	Bi-Weekly	\$4,159.57
	After 1 Year	\$41.60
	After 2 Years	\$62.39
	After 3 Years	\$83.19
	After 4 Years	\$103.99
	After 5 Years	\$124.79
	After 6 Years	\$145.58
	After 7 Years	\$166.38
	After 8 Years	\$187.18
	After 9 Years	\$207.98
	After 10 Years	\$228.78
	After 11 Years	\$249.57
	After 12 Years	\$270.37
	After 13 Years	\$291.17
	After 14 Years	\$311.97
	After 15 Years	\$332.77
	After 16 Years	\$353.56
	After 17 Years	\$374.36
	After 18 Years	\$395.16
	After 19 Years	\$415.96
	After 20 Years	\$436.75
	After 21 Years	\$457.55
	After 22 Years	\$478.35
	After 23 Years	\$499.15
	After 24 Years	\$519.95
	After 25 Years	\$540.74
	After 26 Years	\$561.54
	After 27 Years	\$582.34
	After 28 Years	\$603.14
	After 29 Years	\$623.94

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Appendix "A (6)"  
 Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
 (Job Specification 2606) on or After 1/1/98 But Before the Execution of the MOA

**Effective 1/21/06**

**Effective 1/21/06**

<u>Step 1</u>	Bi-Weekly	\$3,911.82
After 1 Year		\$39.12
After 2 Years		\$58.68
After 3 Years		\$78.24
After 4 Years		\$97.80
After 5 Years		\$117.35
After 6 Years		\$136.91
After 7 Years		\$156.47
After 8 Years		\$176.03
After 9 Years		\$195.59
After 10 Years		\$215.15
After 11 Years		\$234.71
After 12 Years		\$254.27
After 13 Years		\$273.83
After 14 Years		\$293.39
After 15 Years		\$312.95
After 16 Years		\$332.50
After 17 Years		\$352.06
After 18 Years		\$371.62
After 19 Years		\$391.18
After 20 Years		\$410.74
After 21 Years		\$430.30
After 22 Years		\$449.86
After 23 Years		\$469.42
After 24 Years		\$488.98
After 25 Years		\$508.54
After 26 Years		\$528.10
After 27 Years		\$547.65
After 28 Years		\$567.21
After 29 Years		\$586.77

<u>Step 2</u>	Bi-Weekly	\$4,098.10
After 1 Year		\$40.98
After 2 Years		\$61.47
After 3 Years		\$81.96
After 4 Years		\$102.45
After 5 Years		\$122.94
After 6 Years		\$143.43
After 7 Years		\$163.92
After 8 Years		\$184.41
After 9 Years		\$204.91
After 10 Years		\$225.40
After 11 Years		\$245.89
After 12 Years		\$266.38
After 13 Years		\$286.87
After 14 Years		\$307.36
After 15 Years		\$327.85
After 16 Years		\$348.34
After 17 Years		\$368.83
After 18 Years		\$389.32
After 19 Years		\$409.81
After 20 Years		\$430.30
After 21 Years		\$450.79
After 22 Years		\$471.28
After 23 Years		\$491.77
After 24 Years		\$512.26
After 25 Years		\$532.75
After 26 Years		\$553.24
After 27 Years		\$573.73
After 28 Years		\$594.22
After 29 Years		\$614.72

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Appendix "A (6)"  
Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
(Job Specification 2606) on or After 1/1/98 But Before the Execution of the MOA

**Effective 1/21/06**

<b><u>Step 3</u></b>	<b>Bi-Weekly</b>	<b>\$4,284.36</b>
	After 1 Year	\$42.84
	After 2 Years	\$64.27
	After 3 Years	\$85.69
	After 4 Years	\$107.11
	After 5 Years	\$128.53
	After 6 Years	\$149.95
	After 7 Years	\$171.37
	After 8 Years	\$192.80
	After 9 Years	\$214.22
	After 10 Years	\$235.64
	After 11 Years	\$257.06
	After 12 Years	\$278.48
	After 13 Years	\$299.91
	After 14 Years	\$321.33
	After 15 Years	\$342.75
	After 16 Years	\$364.17
	After 17 Years	\$385.59
	After 18 Years	\$407.01
	After 19 Years	\$428.44
	After 20 Years	\$449.86
	After 21 Years	\$471.28
	After 22 Years	\$492.70
	After 23 Years	\$514.12
	After 24 Years	\$535.55
	After 25 Years	\$556.97
	After 26 Years	\$578.39
	After 27 Years	\$599.81
	After 28 Years	\$621.23
	After 29 Years	\$642.65

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Appendix "A (6)"  
 Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
 (Job Specification 2606) on or After 1/1/98 But Before the Execution of the MOA

**Effective 1/21/07**

**Effective 1/21/07**

<u>Step 1</u>	Bi-Weekly	\$4,029.17	<u>Step 2</u>	Bi-Weekly	\$4,221.04
	After 1 Year	\$40.29		After 1 Year	\$42.21
	After 2 Years	\$60.44		After 2 Years	\$63.32
	After 3 Years	\$80.58		After 3 Years	\$84.42
	After 4 Years	\$100.73		After 4 Years	\$105.53
	After 5 Years	\$120.88		After 5 Years	\$126.63
	After 6 Years	\$141.02		After 6 Years	\$147.74
	After 7 Years	\$161.17		After 7 Years	\$168.84
	After 8 Years	\$181.31		After 8 Years	\$189.95
	After 9 Years	\$201.46		After 9 Years	\$211.05
	After 10 Years	\$221.60		After 10 Years	\$232.16
	After 11 Years	\$241.75		After 11 Years	\$253.26
	After 12 Years	\$261.90		After 12 Years	\$274.37
	After 13 Years	\$282.04		After 13 Years	\$295.47
	After 14 Years	\$302.19		After 14 Years	\$316.58
	After 15 Years	\$322.33		After 15 Years	\$337.68
	After 16 Years	\$342.48		After 16 Years	\$358.79
	After 17 Years	\$362.63		After 17 Years	\$379.89
	After 18 Years	\$382.77		After 18 Years	\$401.00
	After 19 Years	\$402.92		After 19 Years	\$422.10
	After 20 Years	\$423.06		After 20 Years	\$443.21
	After 21 Years	\$443.21		After 21 Years	\$464.31
	After 22 Years	\$463.35		After 22 Years	\$485.42
	After 23 Years	\$483.50		After 23 Years	\$506.52
	After 24 Years	\$503.65		After 24 Years	\$527.63
	After 25 Years	\$523.79		After 25 Years	\$548.74
	After 26 Years	\$543.94		After 26 Years	\$569.84
	After 27 Years	\$564.08		After 27 Years	\$590.95
	After 28 Years	\$584.23		After 28 Years	\$612.05
	After 29 Years	\$604.38		After 29 Years	\$633.16

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Appendix "A (6)"

Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
(Job Specification 2606) on or After 1/1/98 But Before the Execution of the MOA

Effective 1/21/07

<u>Step 3</u>	Bi-Weekly	\$4,412.89
	After 1 Year	\$44.13
	After 2 Years	\$66.19
	After 3 Years	\$88.26
	After 4 Years	\$110.32
	After 5 Years	\$132.39
	After 6 Years	\$154.45
	After 7 Years	\$176.52
	After 8 Years	\$198.58
	After 9 Years	\$220.64
	After 10 Years	\$242.71
	After 11 Years	\$264.77
	After 12 Years	\$286.84
	After 13 Years	\$308.90
	After 14 Years	\$330.97
	After 15 Years	\$353.03
	After 16 Years	\$375.10
	After 17 Years	\$397.16
	After 18 Years	\$419.22
	After 19 Years	\$441.29
	After 20 Years	\$463.35
	After 21 Years	\$485.42
	After 22 Years	\$507.48
	After 23 Years	\$529.55
	After 24 Years	\$551.61
	After 25 Years	\$573.68
	After 26 Years	\$595.74
	After 27 Years	\$617.80
	After 28 Years	\$639.87
	After 29 Years	\$661.93

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Appendix "A (6)"  
 Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
 (Job Specification 2606) on or After 1/1/98 But Before the Execution of the MOA

**Effective 1/21/08**

**Effective 1/21/08**

<u>Step 1</u>	Bi-Weekly	\$4,190.34
	After 1 Year	\$41.90
	After 2 Years	\$62.86
	After 3 Years	\$83.81
	After 4 Years	\$104.76
	After 5 Years	\$125.71
	After 6 Years	\$146.66
	After 7 Years	\$167.61
	After 8 Years	\$188.57
	After 9 Years	\$209.52
	After 10 Years	\$230.47
	After 11 Years	\$251.42
	After 12 Years	\$272.37
	After 13 Years	\$293.32
	After 14 Years	\$314.28
	After 15 Years	\$335.23
	After 16 Years	\$356.18
	After 17 Years	\$377.13
	After 18 Years	\$398.08
	After 19 Years	\$419.03
	After 20 Years	\$439.99
	After 21 Years	\$460.94
	After 22 Years	\$481.89
	After 23 Years	\$502.84
	After 24 Years	\$523.79
	After 25 Years	\$544.74
	After 26 Years	\$565.70
	After 27 Years	\$586.65
	After 28 Years	\$607.60
	After 29 Years	\$628.55

<u>Step 2</u>	Bi-Weekly	\$4,389.88
	After 1 Year	\$43.90
	After 2 Years	\$65.85
	After 3 Years	\$87.80
	After 4 Years	\$109.75
	After 5 Years	\$131.70
	After 6 Years	\$153.65
	After 7 Years	\$175.60
	After 8 Years	\$197.54
	After 9 Years	\$219.49
	After 10 Years	\$241.44
	After 11 Years	\$263.39
	After 12 Years	\$285.34
	After 13 Years	\$307.29
	After 14 Years	\$329.24
	After 15 Years	\$351.19
	After 16 Years	\$373.14
	After 17 Years	\$395.09
	After 18 Years	\$417.04
	After 19 Years	\$438.99
	After 20 Years	\$460.94
	After 21 Years	\$482.89
	After 22 Years	\$504.84
	After 23 Years	\$526.79
	After 24 Years	\$548.74
	After 25 Years	\$570.68
	After 26 Years	\$592.63
	After 27 Years	\$614.58
	After 28 Years	\$636.53
	After 29 Years	\$658.48

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Appendix "A (6)"  
Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
(Job Specification 2606) on or After 1/1/98 But Before the Execution of the MOA

Effective 1/21/08

<u>Step 3</u>	Bi-Weekly	\$4,589.41
	After 1 Year	\$45.89
	After 2 Years	\$68.84
	After 3 Years	\$91.79
	After 4 Years	\$114.74
	After 5 Years	\$137.68
	After 6 Years	\$160.63
	After 7 Years	\$183.58
	After 8 Years	\$206.52
	After 9 Years	\$229.47
	After 10 Years	\$252.42
	After 11 Years	\$275.36
	After 12 Years	\$298.31
	After 13 Years	\$321.26
	After 14 Years	\$344.21
	After 15 Years	\$367.15
	After 16 Years	\$390.10
	After 17 Years	\$413.05
	After 18 Years	\$435.99
	After 19 Years	\$458.94
	After 20 Years	\$481.89
	After 21 Years	\$504.84
	After 22 Years	\$527.78
	After 23 Years	\$550.73
	After 24 Years	\$573.68
	After 25 Years	\$596.62
	After 26 Years	\$619.57
	After 27 Years	\$642.52
	After 28 Years	\$665.46
	After 29 Years	\$688.41

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Appendix "A (6)"

Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
(Job Specification 2606) on or After 1/1/98 But Before the Execution of the MOA

Effective 1/21/09

Effective 1/21/09

<u>Step 1</u>	Bi-Weekly	\$4,357.95	<u>Step 2</u>	Bi-Weekly	\$4,565.48
	After 1 Year	\$43.58		After 1 Year	\$45.65
	After 2 Years	\$65.37		After 2 Years	\$68.48
	After 3 Years	\$87.16		After 3 Years	\$91.31
	After 4 Years	\$108.95		After 4 Years	\$114.14
	After 5 Years	\$130.74		After 5 Years	\$136.96
	After 6 Years	\$152.53		After 6 Years	\$159.79
	After 7 Years	\$174.32		After 7 Years	\$182.62
	After 8 Years	\$196.11		After 8 Years	\$205.45
	After 9 Years	\$217.90		After 9 Years	\$228.27
	After 10 Years	\$239.69		After 10 Years	\$251.10
	After 11 Years	\$261.48		After 11 Years	\$273.93
	After 12 Years	\$283.27		After 12 Years	\$296.76
	After 13 Years	\$305.06		After 13 Years	\$319.58
	After 14 Years	\$326.85		After 14 Years	\$342.41
	After 15 Years	\$348.64		After 15 Years	\$365.24
	After 16 Years	\$370.43		After 16 Years	\$388.07
	After 17 Years	\$392.22		After 17 Years	\$410.89
	After 18 Years	\$414.01		After 18 Years	\$433.72
	After 19 Years	\$435.80		After 19 Years	\$456.55
	After 20 Years	\$457.58		After 20 Years	\$479.38
	After 21 Years	\$479.37		After 21 Years	\$502.20
	After 22 Years	\$501.16		After 22 Years	\$525.03
	After 23 Years	\$522.95		After 23 Years	\$547.86
	After 24 Years	\$544.74		After 24 Years	\$570.69
	After 25 Years	\$566.53		After 25 Years	\$593.51
	After 26 Years	\$588.32		After 26 Years	\$616.34
	After 27 Years	\$610.11		After 27 Years	\$639.17
	After 28 Years	\$631.90		After 28 Years	\$661.99
	After 29 Years	\$653.69		After 29 Years	\$684.82

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Appendix "A (6)"

Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
(Job Specification 2606) on or After 1/1/98 But Before the Execution of the MOA

Effective 1/21/09

<b><u>Step 3</u></b>	Bi-Weekly	\$4,772.99
	After 1 Year	\$47.73
	After 2 Years	\$71.59
	After 3 Years	\$95.46
	After 4 Years	\$119.32
	After 5 Years	\$143.19
	After 6 Years	\$167.05
	After 7 Years	\$190.92
	After 8 Years	\$214.78
	After 9 Years	\$238.65
	After 10 Years	\$262.51
	After 11 Years	\$286.38
	After 12 Years	\$310.24
	After 13 Years	\$334.11
	After 14 Years	\$357.97
	After 15 Years	\$381.84
	After 16 Years	\$405.70
	After 17 Years	\$429.57
	After 18 Years	\$453.43
	After 19 Years	\$477.30
	After 20 Years	\$501.16
	After 21 Years	\$525.03
	After 22 Years	\$548.89
	After 23 Years	\$572.76
	After 24 Years	\$596.62
	After 25 Years	\$620.49
	After 26 Years	\$644.35
	After 27 Years	\$668.22
	After 28 Years	\$692.08
	After 29 Years	\$715.95

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Appendix "A (7)"

Salary Ranges for Individuals Promoted to the Rank of Detective Sergeant (Job Specification 2606)  
on or After the Execution of the MOA

**Effective 1/21/03**

<u>Step</u>	<u>Bi-Weekly</u>	<u>Annual</u>
1 Upon Promotion	\$3,536.82	\$91,957.32
2 After 1st Yr	\$3,573.15	\$92,901.90
3 After 2nd Yr	\$3,622.95	\$94,196.70
4 After 3rd Yr	\$3,704.91	\$96,327.66
5 After 4th Yr	\$3,873.65	\$100,714.90

**Effective 1/21/04**

<u>Step</u>	<u>Bi-Weekly</u>	<u>Annual</u>
1 Upon Promotion	\$3,669.45	\$95,405.70
2 After 1st Yr	\$3,707.14	\$96,385.64
3 After 2nd Yr	\$3,758.81	\$97,729.06
4 After 3rd Yr	\$3,843.84	\$99,939.84
5 After 4th Yr	\$4,018.91	\$104,491.66

**Effective 1/21/05**

<u>Step</u>	<u>Bi-Weekly</u>	<u>Annual</u>
1 Upon Promotion	\$3,797.88	\$98,744.88
2 After 1st Yr	\$3,836.89	\$99,759.14
3 After 2nd Yr	\$3,890.37	\$101,149.62
4 After 3rd Yr	\$3,978.37	\$103,437.62
5 After 4th Yr	\$4,159.57	\$108,148.82

**Effective 1/21/06**

<u>Step</u>	<u>Bi-Weekly</u>	<u>Annual</u>
1 Upon Promotion	\$3,911.82	\$101,707.32
2 After 1st Yr	\$3,952.00	\$102,752.00
3 After 2nd Yr	\$4,007.08	\$104,184.08
4 After 3rd Yr	\$4,097.72	\$106,540.72
5 After 4th Yr	\$4,284.36	\$111,393.36

**Effective 1/21/07**

<u>Step</u>	<u>Bi-Weekly</u>	<u>Annual</u>
1 Upon Promotion	\$4,029.17	\$104,758.42
2 After 1st Yr	\$4,070.56	\$105,834.56
3 After 2nd Yr	\$4,127.29	\$107,309.54
4 After 3rd Yr	\$4,220.65	\$109,736.90
5 After 4th Yr	\$4,412.89	\$114,735.14

**Effective 1/21/08**

<u>Step</u>	<u>Bi-Weekly</u>	<u>Annual</u>
1 Upon Promotion	\$4,190.34	\$108,948.84
2 After 1st Yr	\$4,233.38	\$110,067.88
3 After 2nd Yr	\$4,292.38	\$111,601.88
4 After 3rd Yr	\$4,389.48	\$114,126.48
5 After 4th Yr	\$4,589.41	\$119,324.66

**Effective 1/21/09**

<u>Step</u>	<u>Bi-Weekly</u>	<u>Annual</u>
1 Upon Promotion	\$4,357.95	\$113,306.70
2 After 1st Yr	\$4,402.72	\$114,470.72
3 After 2nd Yr	\$4,464.08	\$116,066.08
4 After 3rd Yr	\$4,565.06	\$118,691.56
5 After 4th Yr	\$4,772.99	\$124,097.74

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Appendix "A (7)"  
 Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
 (Job Specification 2606) on or After the Execution of the MOA

**Effective 1/21/03**

**Effective 1/21/03**

**Step 1**    Bi-Weekly    \$3,536.82

**Step 2**    Bi-Weekly    \$3,573.15

After 1 Year	\$35.37
After 2 Years	\$53.05
After 3 Years	\$70.74
After 4 Years	\$88.42
After 5 Years	\$106.10
After 6 Years	\$123.79
After 7 Years	\$141.47
After 8 Years	\$159.16
After 9 Years	\$176.84
After 10 Years	\$194.53
After 11 Years	\$212.21
After 12 Years	\$229.89
After 13 Years	\$247.58
After 14 Years	\$265.26
After 15 Years	\$282.95
After 16 Years	\$300.63
After 17 Years	\$318.31
After 18 Years	\$336.00
After 19 Years	\$353.68
After 20 Years	\$371.37
After 21 Years	\$389.05
After 22 Years	\$406.73
After 23 Years	\$424.42
After 24 Years	\$442.10
After 25 Years	\$459.79
After 26 Years	\$477.47
After 27 Years	\$495.15
After 28 Years	\$512.84
After 29 Years	\$530.52

After 1 Year	\$35.73
After 2 Years	\$53.60
After 3 Years	\$71.46
After 4 Years	\$89.33
After 5 Years	\$107.19
After 6 Years	\$125.06
After 7 Years	\$142.93
After 8 Years	\$160.79
After 9 Years	\$178.66
After 10 Years	\$196.52
After 11 Years	\$214.39
After 12 Years	\$232.25
After 13 Years	\$250.12
After 14 Years	\$267.99
After 15 Years	\$285.85
After 16 Years	\$303.72
After 17 Years	\$321.58
After 18 Years	\$339.45
After 19 Years	\$357.32
After 20 Years	\$375.18
After 21 Years	\$393.05
After 22 Years	\$410.91
After 23 Years	\$428.78
After 24 Years	\$446.64
After 25 Years	\$464.51
After 26 Years	\$482.38
After 27 Years	\$500.24
After 28 Years	\$518.11
After 29 Years	\$535.97

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Appendix "A (7)"  
 Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
 (Job Specification 2606) on or After the Execution of the MOA

Effective 1/21/03

Effective 1/21/03

Step 3    Bi-Weekly            \$3,622.95

Step 4    Bi-Weekly            \$3,704.91

After 1 Year	\$36.23
After 2 Years	\$54.34
After 3 Years	\$72.46
After 4 Years	\$90.57
After 5 Years	\$108.69
After 6 Years	\$126.80
After 7 Years	\$144.92
After 8 Years	\$163.03
After 9 Years	\$181.15
After 10 Years	\$199.26
After 11 Years	\$217.38
After 12 Years	\$235.49
After 13 Years	\$253.61
After 14 Years	\$271.72
After 15 Years	\$289.84
After 16 Years	\$307.95
After 17 Years	\$326.07
After 18 Years	\$344.18
After 19 Years	\$362.30
After 20 Years	\$380.41
After 21 Years	\$398.52
After 22 Years	\$416.64
After 23 Years	\$434.75
After 24 Years	\$452.87
After 25 Years	\$470.98
After 26 Years	\$489.10
After 27 Years	\$507.21
After 28 Years	\$525.33
After 29 Years	\$543.44

After 1 Year	\$37.05
After 2 Years	\$55.57
After 3 Years	\$74.10
After 4 Years	\$92.62
After 5 Years	\$111.15
After 6 Years	\$129.67
After 7 Years	\$148.20
After 8 Years	\$166.72
After 9 Years	\$185.25
After 10 Years	\$203.77
After 11 Years	\$222.29
After 12 Years	\$240.82
After 13 Years	\$259.34
After 14 Years	\$277.87
After 15 Years	\$296.39
After 16 Years	\$314.92
After 17 Years	\$333.44
After 18 Years	\$351.97
After 19 Years	\$370.49
After 20 Years	\$389.02
After 21 Years	\$407.54
After 22 Years	\$426.06
After 23 Years	\$444.59
After 24 Years	\$463.11
After 25 Years	\$481.64
After 26 Years	\$500.16
After 27 Years	\$518.69
After 28 Years	\$537.21
After 29 Years	\$555.74

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Appendix "A (7)"  
Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
(Job Specification 2606) on or After the Execution of the MOA

Effective 1/21/03

<u>Step 5</u>	Bi-Weekly	\$3,873.65
	After 1 Year	\$38.74
	After 2 Years	\$58.10
	After 3 Years	\$77.47
	After 4 Years	\$96.84
	After 5 Years	\$116.21
	After 6 Years	\$135.58
	After 7 Years	\$154.95
	After 8 Years	\$174.31
	After 9 Years	\$193.68
	After 10 Years	\$213.05
	After 11 Years	\$232.42
	After 12 Years	\$251.79
	After 13 Years	\$271.16
	After 14 Years	\$290.52
	After 15 Years	\$309.89
	After 16 Years	\$329.26
	After 17 Years	\$348.63
	After 18 Years	\$368.00
	After 19 Years	\$387.37
	After 20 Years	\$406.73
	After 21 Years	\$426.10
	After 22 Years	\$445.47
	After 23 Years	\$464.84
	After 24 Years	\$484.21
	After 25 Years	\$503.57
	After 26 Years	\$522.94
	After 27 Years	\$542.31
	After 28 Years	\$561.68
	After 29 Years	\$581.05

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Appendix "A (7)"  
 Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
 (Job Specification 2606) on or After the Execution of the MOA

**Effective 1/21/04**

**Effective 1/21/04**

<u>Step 1</u>	Bi-Weekly	\$3,669.45
	After 1 Year	\$36.69
	After 2 Years	\$55.04
	After 3 Years	\$73.39
	After 4 Years	\$91.74
	After 5 Years	\$110.08
	After 6 Years	\$128.43
	After 7 Years	\$146.78
	After 8 Years	\$165.13
	After 9 Years	\$183.47
	After 10 Years	\$201.82
	After 11 Years	\$220.17
	After 12 Years	\$238.51
	After 13 Years	\$256.86
	After 14 Years	\$275.21
	After 15 Years	\$293.56
	After 16 Years	\$311.90
	After 17 Years	\$330.25
	After 18 Years	\$348.60
	After 19 Years	\$366.95
	After 20 Years	\$385.29
	After 21 Years	\$403.64
	After 22 Years	\$421.99
	After 23 Years	\$440.33
	After 24 Years	\$458.68
	After 25 Years	\$477.03
	After 26 Years	\$495.38
	After 27 Years	\$513.72
	After 28 Years	\$532.07
	After 29 Years	\$550.42

<u>Step 2</u>	Bi-Weekly	\$3,707.14
	After 1 Year	\$37.07
	After 2 Years	\$55.61
	After 3 Years	\$74.14
	After 4 Years	\$92.68
	After 5 Years	\$111.21
	After 6 Years	\$129.75
	After 7 Years	\$148.29
	After 8 Years	\$166.82
	After 9 Years	\$185.36
	After 10 Years	\$203.89
	After 11 Years	\$222.43
	After 12 Years	\$240.96
	After 13 Years	\$259.50
	After 14 Years	\$278.04
	After 15 Years	\$296.57
	After 16 Years	\$315.11
	After 17 Years	\$333.64
	After 18 Years	\$352.18
	After 19 Years	\$370.71
	After 20 Years	\$389.25
	After 21 Years	\$407.79
	After 22 Years	\$426.32
	After 23 Years	\$444.86
	After 24 Years	\$463.39
	After 25 Years	\$481.93
	After 26 Years	\$500.46
	After 27 Years	\$519.00
	After 28 Years	\$537.54
	After 29 Years	\$556.07

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Appendix "A (7)"  
 Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
 (Job Specification 2606) on or After the Execution of the MOA

Effective 1/21/04

Effective 1/21/04

<u>Step 3</u>	Bi-Weekly	\$3,758.81
	After 1 Year	\$37.59
	After 2 Years	\$56.38
	After 3 Years	\$75.18
	After 4 Years	\$93.97
	After 5 Years	\$112.76
	After 6 Years	\$131.56
	After 7 Years	\$150.35
	After 8 Years	\$169.15
	After 9 Years	\$187.94
	After 10 Years	\$206.73
	After 11 Years	\$225.53
	After 12 Years	\$244.32
	After 13 Years	\$263.12
	After 14 Years	\$281.91
	After 15 Years	\$300.70
	After 16 Years	\$319.50
	After 17 Years	\$338.29
	After 18 Years	\$357.09
	After 19 Years	\$375.88
	After 20 Years	\$394.68
	After 21 Years	\$413.47
	After 22 Years	\$432.26
	After 23 Years	\$451.06
	After 24 Years	\$469.85
	After 25 Years	\$488.65
	After 26 Years	\$507.44
	After 27 Years	\$526.23
	After 28 Years	\$545.03
	After 29 Years	\$563.82

<u>Step 4</u>	Bi-Weekly	\$3,843.84
	After 1 Year	\$38.44
	After 2 Years	\$57.66
	After 3 Years	\$76.88
	After 4 Years	\$96.10
	After 5 Years	\$115.32
	After 6 Years	\$134.53
	After 7 Years	\$153.75
	After 8 Years	\$172.97
	After 9 Years	\$192.19
	After 10 Years	\$211.41
	After 11 Years	\$230.63
	After 12 Years	\$249.85
	After 13 Years	\$269.07
	After 14 Years	\$288.29
	After 15 Years	\$307.51
	After 16 Years	\$326.73
	After 17 Years	\$345.95
	After 18 Years	\$365.16
	After 19 Years	\$384.38
	After 20 Years	\$403.60
	After 21 Years	\$422.82
	After 22 Years	\$442.04
	After 23 Years	\$461.26
	After 24 Years	\$480.48
	After 25 Years	\$499.70
	After 26 Years	\$518.92
	After 27 Years	\$538.14
	After 28 Years	\$557.36
	After 29 Years	\$576.58

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Appendix "A (7)"  
Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
(Job Specification 2606) on or After the Execution of the MOA

Effective 1/21/04

<b>Step 5</b>	Bi-Weekly	\$4,018.91
	After 1 Year	\$40.19
	After 2 Years	\$60.28
	After 3 Years	\$80.38
	After 4 Years	\$100.47
	After 5 Years	\$120.57
	After 6 Years	\$140.66
	After 7 Years	\$160.76
	After 8 Years	\$180.85
	After 9 Years	\$200.95
	After 10 Years	\$221.04
	After 11 Years	\$241.13
	After 12 Years	\$261.23
	After 13 Years	\$281.32
	After 14 Years	\$301.42
	After 15 Years	\$321.51
	After 16 Years	\$341.61
	After 17 Years	\$361.70
	After 18 Years	\$381.80
	After 19 Years	\$401.89
	After 20 Years	\$421.99
	After 21 Years	\$442.08
	After 22 Years	\$462.17
	After 23 Years	\$482.27
	After 24 Years	\$502.36
	After 25 Years	\$522.46
	After 26 Years	\$542.55
	After 27 Years	\$562.65
	After 28 Years	\$582.74
	After 29 Years	\$602.84

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Appendix "A (7)"

Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
(Job Specification 2606) on or After the Execution of the MOA

Effective 1/21/05

Effective 1/21/05

<u>Step 1</u>	Bi-Weekly	\$3,797.88
After 1 Year	\$37.98	
After 2 Years	\$56.97	
After 3 Years	\$75.96	
After 4 Years	\$94.95	
After 5 Years	\$113.94	
After 6 Years	\$132.93	
After 7 Years	\$151.92	
After 8 Years	\$170.90	
After 9 Years	\$189.89	
After 10 Years	\$208.88	
After 11 Years	\$227.87	
After 12 Years	\$246.86	
After 13 Years	\$265.85	
After 14 Years	\$284.84	
After 15 Years	\$303.83	
After 16 Years	\$322.82	
After 17 Years	\$341.81	
After 18 Years	\$360.80	
After 19 Years	\$379.79	
After 20 Years	\$398.78	
After 21 Years	\$417.77	
After 22 Years	\$436.76	
After 23 Years	\$455.75	
After 24 Years	\$474.74	
After 25 Years	\$493.72	
After 26 Years	\$512.71	
After 27 Years	\$531.70	
After 28 Years	\$550.69	
After 29 Years	\$569.68	

<u>Step 2</u>	Bi-Weekly	\$3,836.89
After 1 Year	\$38.37	
After 2 Years	\$57.55	
After 3 Years	\$76.74	
After 4 Years	\$95.92	
After 5 Years	\$115.11	
After 6 Years	\$134.29	
After 7 Years	\$153.48	
After 8 Years	\$172.66	
After 9 Years	\$191.84	
After 10 Years	\$211.03	
After 11 Years	\$230.21	
After 12 Years	\$249.40	
After 13 Years	\$268.58	
After 14 Years	\$287.77	
After 15 Years	\$306.95	
After 16 Years	\$326.14	
After 17 Years	\$345.32	
After 18 Years	\$364.50	
After 19 Years	\$383.69	
After 20 Years	\$402.87	
After 21 Years	\$422.06	
After 22 Years	\$441.24	
After 23 Years	\$460.43	
After 24 Years	\$479.61	
After 25 Years	\$498.80	
After 26 Years	\$517.98	
After 27 Years	\$537.16	
After 28 Years	\$556.35	
After 29 Years	\$575.53	

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Appendix "A (7)"

Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
(Job Specification 2606) on or After the Execution of the MOA

**Effective 1/21/05**

**Effective 1/21/05**

<u>Step 3</u>	Bi-Weekly	\$3,890.37
	After 1 Year	\$38.90
	After 2 Years	\$58.36
	After 3 Years	\$77.81
	After 4 Years	\$97.26
	After 5 Years	\$116.71
	After 6 Years	\$136.16
	After 7 Years	\$155.61
	After 8 Years	\$175.07
	After 9 Years	\$194.52
	After 10 Years	\$213.97
	After 11 Years	\$233.42
	After 12 Years	\$252.87
	After 13 Years	\$272.33
	After 14 Years	\$291.78
	After 15 Years	\$311.23
	After 16 Years	\$330.68
	After 17 Years	\$350.13
	After 18 Years	\$369.59
	After 19 Years	\$389.04
	After 20 Years	\$408.49
	After 21 Years	\$427.94
	After 22 Years	\$447.39
	After 23 Years	\$466.84
	After 24 Years	\$486.30
	After 25 Years	\$505.75
	After 26 Years	\$525.20
	After 27 Years	\$544.65
	After 28 Years	\$564.10
	After 29 Years	\$583.56

<u>Step 4</u>	Bi-Weekly	\$3,978.37
	After 1 Year	\$39.78
	After 2 Years	\$59.68
	After 3 Years	\$79.57
	After 4 Years	\$99.46
	After 5 Years	\$119.35
	After 6 Years	\$139.24
	After 7 Years	\$159.13
	After 8 Years	\$179.03
	After 9 Years	\$198.92
	After 10 Years	\$218.81
	After 11 Years	\$238.70
	After 12 Years	\$258.59
	After 13 Years	\$278.49
	After 14 Years	\$298.38
	After 15 Years	\$318.27
	After 16 Years	\$338.16
	After 17 Years	\$358.05
	After 18 Years	\$377.95
	After 19 Years	\$397.84
	After 20 Years	\$417.73
	After 21 Years	\$437.62
	After 22 Years	\$457.51
	After 23 Years	\$477.40
	After 24 Years	\$497.30
	After 25 Years	\$517.19
	After 26 Years	\$537.08
	After 27 Years	\$556.97
	After 28 Years	\$576.86
	After 29 Years	\$596.76

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Appendix "A (7)"  
Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
(Job Specification 2606) on or After the Execution of the MOA

Effective 1/21/05

<u>Step 5</u>	Bi-Weekly	\$4,159.57
	After 1 Year	\$41.60
	After 2 Years	\$62.39
	After 3 Years	\$83.19
	After 4 Years	\$103.99
	After 5 Years	\$124.79
	After 6 Years	\$145.58
	After 7 Years	\$166.38
	After 8 Years	\$187.18
	After 9 Years	\$207.98
	After 10 Years	\$228.78
	After 11 Years	\$249.57
	After 12 Years	\$270.37
	After 13 Years	\$291.17
	After 14 Years	\$311.97
	After 15 Years	\$332.77
	After 16 Years	\$353.56
	After 17 Years	\$374.36
	After 18 Years	\$395.16
	After 19 Years	\$415.96
	After 20 Years	\$436.75
	After 21 Years	\$457.55
	After 22 Years	\$478.35
	After 23 Years	\$499.15
	After 24 Years	\$519.95
	After 25 Years	\$540.74
	After 26 Years	\$561.54
	After 27 Years	\$582.34
	After 28 Years	\$603.14
	After 29 Years	\$623.94

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Appendix "A (7)"  
 Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
 (Job Specification 2606) on or After the Execution of the MOA

**Effective 1/21/06**

**Effective 1/21/06**

<u>Step 1</u>	Bi-Weekly	\$3,911.82
	After 1 Year	\$39.12
	After 2 Years	\$58.68
	After 3 Years	\$78.24
	After 4 Years	\$97.80
	After 5 Years	\$117.35
	After 6 Years	\$136.91
	After 7 Years	\$156.47
	After 8 Years	\$176.03
	After 9 Years	\$195.59
	After 10 Years	\$215.15
	After 11 Years	\$234.71
	After 12 Years	\$254.27
	After 13 Years	\$273.83
	After 14 Years	\$293.39
	After 15 Years	\$312.95
	After 16 Years	\$332.50
	After 17 Years	\$352.06
	After 18 Years	\$371.62
	After 19 Years	\$391.18
	After 20 Years	\$410.74
	After 21 Years	\$430.30
	After 22 Years	\$449.86
	After 23 Years	\$469.42
	After 24 Years	\$488.98
	After 25 Years	\$508.54
	After 26 Years	\$528.10
	After 27 Years	\$547.65
	After 28 Years	\$567.21
	After 29 Years	\$586.77

<u>Step 2</u>	Bi-Weekly	\$3,952.00
	After 1 Year	\$39.52
	After 2 Years	\$59.28
	After 3 Years	\$79.04
	After 4 Years	\$98.80
	After 5 Years	\$118.56
	After 6 Years	\$138.32
	After 7 Years	\$158.08
	After 8 Years	\$177.84
	After 9 Years	\$197.60
	After 10 Years	\$217.36
	After 11 Years	\$237.12
	After 12 Years	\$256.88
	After 13 Years	\$276.64
	After 14 Years	\$296.40
	After 15 Years	\$316.16
	After 16 Years	\$335.92
	After 17 Years	\$355.68
	After 18 Years	\$375.44
	After 19 Years	\$395.20
	After 20 Years	\$414.96
	After 21 Years	\$434.72
	After 22 Years	\$454.48
	After 23 Years	\$474.24
	After 24 Years	\$494.00
	After 25 Years	\$513.76
	After 26 Years	\$533.52
	After 27 Years	\$553.28
	After 28 Years	\$573.04
	After 29 Years	\$592.80

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Appendix "A (7)"  
 Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
 (Job Specification 2606) on or After the Execution of the MOA

Effective 1/21/06

Effective 1/21/06

<u>Step 3</u>	Bi-Weekly	\$4,007.08
After 1 Year	\$40.07	
After 2 Years	\$60.11	
After 3 Years	\$80.14	
After 4 Years	\$100.18	
After 5 Years	\$120.21	
After 6 Years	\$140.25	
After 7 Years	\$160.28	
After 8 Years	\$180.32	
After 9 Years	\$200.35	
After 10 Years	\$220.39	
After 11 Years	\$240.42	
After 12 Years	\$260.46	
After 13 Years	\$280.50	
After 14 Years	\$300.53	
After 15 Years	\$320.57	
After 16 Years	\$340.60	
After 17 Years	\$360.64	
After 18 Years	\$380.67	
After 19 Years	\$400.71	
After 20 Years	\$420.74	
After 21 Years	\$440.78	
After 22 Years	\$460.81	
After 23 Years	\$480.85	
After 24 Years	\$500.89	
After 25 Years	\$520.92	
After 26 Years	\$540.96	
After 27 Years	\$560.99	
After 28 Years	\$581.03	
After 29 Years	\$601.06	

<u>Step 4</u>	Bi-Weekly	\$4,097.72
After 1 Year	\$40.98	
After 2 Years	\$61.47	
After 3 Years	\$81.95	
After 4 Years	\$102.44	
After 5 Years	\$122.93	
After 6 Years	\$143.42	
After 7 Years	\$163.91	
After 8 Years	\$184.40	
After 9 Years	\$204.89	
After 10 Years	\$225.37	
After 11 Years	\$245.86	
After 12 Years	\$266.35	
After 13 Years	\$286.84	
After 14 Years	\$307.33	
After 15 Years	\$327.82	
After 16 Years	\$348.31	
After 17 Years	\$368.79	
After 18 Years	\$389.28	
After 19 Years	\$409.77	
After 20 Years	\$430.26	
After 21 Years	\$450.75	
After 22 Years	\$471.24	
After 23 Years	\$491.73	
After 24 Years	\$512.22	
After 25 Years	\$532.70	
After 26 Years	\$553.19	
After 27 Years	\$573.68	
After 28 Years	\$594.17	
After 29 Years	\$614.66	

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Appendix "A (7)"  
Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
(Job Specification 2606) on or After the Execution of the MOA

Effective 1/21/06

<u>Step 5</u>	Bi-Weekly	\$4,284.36
	After 1 Year	\$42.84
	After 2 Years	\$64.27
	After 3 Years	\$85.69
	After 4 Years	\$107.11
	After 5 Years	\$128.53
	After 6 Years	\$149.95
	After 7 Years	\$171.37
	After 8 Years	\$192.80
	After 9 Years	\$214.22
	After 10 Years	\$235.64
	After 11 Years	\$257.06
	After 12 Years	\$278.48
	After 13 Years	\$299.91
	After 14 Years	\$321.33
	After 15 Years	\$342.75
	After 16 Years	\$364.17
	After 17 Years	\$385.59
	After 18 Years	\$407.01
	After 19 Years	\$428.44
	After 20 Years	\$449.86
	After 21 Years	\$471.28
	After 22 Years	\$492.70
	After 23 Years	\$514.12
	After 24 Years	\$535.55
	After 25 Years	\$556.97
	After 26 Years	\$578.39
	After 27 Years	\$599.81
	After 28 Years	\$621.23
	After 29 Years	\$642.65

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Appendix "A (7)"  
 Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
 (Job Specification 2606) on or After the Execution of the MOA

Effective 1/21/07

Effective 1/21/07

Step 1    Bi-Weekly    \$4,029.17

Step 2    Bi-Weekly    \$4,070.56

After 1 Year	\$40.29
After 2 Years	\$60.44
After 3 Years	\$80.58
After 4 Years	\$100.73
After 5 Years	\$120.88
After 6 Years	\$141.02
After 7 Years	\$161.17
After 8 Years	\$181.31
After 9 Years	\$201.46
After 10 Years	\$221.60
After 11 Years	\$241.75
After 12 Years	\$261.90
After 13 Years	\$282.04
After 14 Years	\$302.19
After 15 Years	\$322.33
After 16 Years	\$342.48
After 17 Years	\$362.63
After 18 Years	\$382.77
After 19 Years	\$402.92
After 20 Years	\$423.06
After 21 Years	\$443.21
After 22 Years	\$463.35
After 23 Years	\$483.50
After 24 Years	\$503.65
After 25 Years	\$523.79
After 26 Years	\$543.94
After 27 Years	\$564.08
After 28 Years	\$584.23
After 29 Years	\$604.38

After 1 Year	\$40.71
After 2 Years	\$61.06
After 3 Years	\$81.41
After 4 Years	\$101.76
After 5 Years	\$122.12
After 6 Years	\$142.47
After 7 Years	\$162.82
After 8 Years	\$183.18
After 9 Years	\$203.53
After 10 Years	\$223.88
After 11 Years	\$244.23
After 12 Years	\$264.59
After 13 Years	\$284.94
After 14 Years	\$305.29
After 15 Years	\$325.64
After 16 Years	\$346.00
After 17 Years	\$366.35
After 18 Years	\$386.70
After 19 Years	\$407.06
After 20 Years	\$427.41
After 21 Years	\$447.76
After 22 Years	\$468.11
After 23 Years	\$488.47
After 24 Years	\$508.82
After 25 Years	\$529.17
After 26 Years	\$549.53
After 27 Years	\$569.88
After 28 Years	\$590.23
After 29 Years	\$610.58

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Appendix "A (7)"  
 Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
 (Job Specification 2606) on or After the Execution of the MOA

Effective 1/21/07

Effective 1/21/07

<u>Step 3</u>	Bi-Weekly	\$4,127.29
After 1 Year		\$41.27
After 2 Years		\$61.91
After 3 Years		\$82.55
After 4 Years		\$103.18
After 5 Years		\$123.82
After 6 Years		\$144.46
After 7 Years		\$165.09
After 8 Years		\$185.73
After 9 Years		\$206.36
After 10 Years		\$227.00
After 11 Years		\$247.64
After 12 Years		\$268.27
After 13 Years		\$288.91
After 14 Years		\$309.55
After 15 Years		\$330.18
After 16 Years		\$350.82
After 17 Years		\$371.46
After 18 Years		\$392.09
After 19 Years		\$412.73
After 20 Years		\$433.37
After 21 Years		\$454.00
After 22 Years		\$474.64
After 23 Years		\$495.27
After 24 Years		\$515.91
After 25 Years		\$536.55
After 26 Years		\$557.18
After 27 Years		\$577.82
After 28 Years		\$598.46
After 29 Years		\$619.09

<u>Step 4</u>	Bi-Weekly	\$4,220.65
After 1 Year		\$42.21
After 2 Years		\$63.31
After 3 Years		\$84.41
After 4 Years		\$105.52
After 5 Years		\$126.62
After 6 Years		\$147.72
After 7 Years		\$168.83
After 8 Years		\$189.93
After 9 Years		\$211.03
After 10 Years		\$232.14
After 11 Years		\$253.24
After 12 Years		\$274.34
After 13 Years		\$295.45
After 14 Years		\$316.55
After 15 Years		\$337.65
After 16 Years		\$358.76
After 17 Years		\$379.86
After 18 Years		\$400.96
After 19 Years		\$422.07
After 20 Years		\$443.17
After 21 Years		\$464.27
After 22 Years		\$485.37
After 23 Years		\$506.48
After 24 Years		\$527.58
After 25 Years		\$548.68
After 26 Years		\$569.79
After 27 Years		\$590.89
After 28 Years		\$611.99
After 29 Years		\$633.10

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Appendix "A (7)"  
Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
(Job Specification 2606) on or After the Execution of the MOA

Effective 1/21/07

<b>Step 5</b>	<b>Bi-Weekly</b>	<b>\$4,412.89</b>
	After 1 Year	\$44.13
	After 2 Years	\$66.19
	After 3 Years	\$88.26
	After 4 Years	\$110.32
	After 5 Years	\$132.39
	After 6 Years	\$154.45
	After 7 Years	\$176.52
	After 8 Years	\$198.58
	After 9 Years	\$220.64
	After 10 Years	\$242.71
	After 11 Years	\$264.77
	After 12 Years	\$286.84
	After 13 Years	\$308.90
	After 14 Years	\$330.97
	After 15 Years	\$353.03
	After 16 Years	\$375.10
	After 17 Years	\$397.16
	After 18 Years	\$419.22
	After 19 Years	\$441.29
	After 20 Years	\$463.35
	After 21 Years	\$485.42
	After 22 Years	\$507.48
	After 23 Years	\$529.55
	After 24 Years	\$551.61
	After 25 Years	\$573.68
	After 26 Years	\$595.74
	After 27 Years	\$617.80
	After 28 Years	\$639.87
	After 29 Years	\$661.93

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Appendix "A (7)"  
 Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
 (Job Specification 2606) on or After the Execution of the MOA

Effective 1/21/08

Effective 1/21/08

<u>Step 1</u>	Bi-Weekly	\$4,190.34
After 1 Year	\$41.90	
After 2 Years	\$62.86	
After 3 Years	\$83.81	
After 4 Years	\$104.76	
After 5 Years	\$125.71	
After 6 Years	\$146.66	
After 7 Years	\$167.61	
After 8 Years	\$188.57	
After 9 Years	\$209.52	
After 10 Years	\$230.47	
After 11 Years	\$251.42	
After 12 Years	\$272.37	
After 13 Years	\$293.32	
After 14 Years	\$314.28	
After 15 Years	\$335.23	
After 16 Years	\$356.18	
After 17 Years	\$377.13	
After 18 Years	\$398.08	
After 19 Years	\$419.03	
After 20 Years	\$439.99	
After 21 Years	\$460.94	
After 22 Years	\$481.89	
After 23 Years	\$502.84	
After 24 Years	\$523.79	
After 25 Years	\$544.74	
After 26 Years	\$565.70	
After 27 Years	\$586.65	
After 28 Years	\$607.60	
After 29 Years	\$628.55	

<u>Step 2</u>	Bi-Weekly	\$4,233.38
After 1 Year	\$42.33	
After 2 Years	\$63.50	
After 3 Years	\$84.67	
After 4 Years	\$105.83	
After 5 Years	\$127.00	
After 6 Years	\$148.17	
After 7 Years	\$169.34	
After 8 Years	\$190.50	
After 9 Years	\$211.67	
After 10 Years	\$232.84	
After 11 Years	\$254.00	
After 12 Years	\$275.17	
After 13 Years	\$296.34	
After 14 Years	\$317.50	
After 15 Years	\$338.67	
After 16 Years	\$359.84	
After 17 Years	\$381.00	
After 18 Years	\$402.17	
After 19 Years	\$423.34	
After 20 Years	\$444.50	
After 21 Years	\$465.67	
After 22 Years	\$486.84	
After 23 Years	\$508.01	
After 24 Years	\$529.17	
After 25 Years	\$550.34	
After 26 Years	\$571.51	
After 27 Years	\$592.67	
After 28 Years	\$613.84	
After 29 Years	\$635.01	

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Appendix "A (7)"  
 Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
 (Job Specification 2606) on or After the Execution of the MOA

Effective 1/21/08

Effective 1/21/08

<u>Step 3</u>	Bi-Weekly	\$4,292.38
	After 1 Year	\$42.92
	After 2 Years	\$64.39
	After 3 Years	\$85.85
	After 4 Years	\$107.31
	After 5 Years	\$128.77
	After 6 Years	\$150.23
	After 7 Years	\$171.70
	After 8 Years	\$193.16
	After 9 Years	\$214.62
	After 10 Years	\$236.08
	After 11 Years	\$257.54
	After 12 Years	\$279.00
	After 13 Years	\$300.47
	After 14 Years	\$321.93
	After 15 Years	\$343.39
	After 16 Years	\$364.85
	After 17 Years	\$386.31
	After 18 Years	\$407.78
	After 19 Years	\$429.24
	After 20 Years	\$450.70
	After 21 Years	\$472.16
	After 22 Years	\$493.62
	After 23 Years	\$515.09
	After 24 Years	\$536.55
	After 25 Years	\$558.01
	After 26 Years	\$579.47
	After 27 Years	\$600.93
	After 28 Years	\$622.40
	After 29 Years	\$643.86

<u>Step 4</u>	Bi-Weekly	\$4,389.48
	After 1 Year	\$43.89
	After 2 Years	\$65.84
	After 3 Years	\$87.79
	After 4 Years	\$109.74
	After 5 Years	\$131.68
	After 6 Years	\$153.63
	After 7 Years	\$175.58
	After 8 Years	\$197.53
	After 9 Years	\$219.47
	After 10 Years	\$241.42
	After 11 Years	\$263.37
	After 12 Years	\$285.32
	After 13 Years	\$307.26
	After 14 Years	\$329.21
	After 15 Years	\$351.16
	After 16 Years	\$373.11
	After 17 Years	\$395.05
	After 18 Years	\$417.00
	After 19 Years	\$438.95
	After 20 Years	\$460.90
	After 21 Years	\$482.84
	After 22 Years	\$504.79
	After 23 Years	\$526.74
	After 24 Years	\$548.69
	After 25 Years	\$570.63
	After 26 Years	\$592.58
	After 27 Years	\$614.53
	After 28 Years	\$636.47
	After 29 Years	\$658.42

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Appendix "A (7)"  
Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
(Job Specification 2606) on or After the Execution of the MOA

Effective 1/21/08

<u>Step 5</u>	Bi-Weekly	\$4,589.41
	After 1 Year	\$45.89
	After 2 Years	\$68.84
	After 3 Years	\$91.79
	After 4 Years	\$114.74
	After 5 Years	\$137.68
	After 6 Years	\$160.63
	After 7 Years	\$183.58
	After 8 Years	\$206.52
	After 9 Years	\$229.47
	After 10 Years	\$252.42
	After 11 Years	\$275.36
	After 12 Years	\$298.31
	After 13 Years	\$321.26
	After 14 Years	\$344.21
	After 15 Years	\$367.15
	After 16 Years	\$390.10
	After 17 Years	\$413.05
	After 18 Years	\$435.99
	After 19 Years	\$458.94
	After 20 Years	\$481.89
	After 21 Years	\$504.84
	After 22 Years	\$527.78
	After 23 Years	\$550.73
	After 24 Years	\$573.68
	After 25 Years	\$596.62
	After 26 Years	\$619.57
	After 27 Years	\$642.52
	After 28 Years	\$665.46
	After 29 Years	\$688.41

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Appendix "A (7)"  
 Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
 (Job Specification 2606) on or After the Execution of the MOA

**Effective 1/21/09**

**Effective 1/21/09**

<u>Step 1</u>	Bi-Weekly	\$4,357.95
	After 1 Year	\$43.58
	After 2 Years	\$65.37
	After 3 Years	\$87.16
	After 4 Years	\$108.95
	After 5 Years	\$130.74
	After 6 Years	\$152.53
	After 7 Years	\$174.32
	After 8 Years	\$196.11
	After 9 Years	\$217.90
	After 10 Years	\$239.69
	After 11 Years	\$261.48
	After 12 Years	\$283.27
	After 13 Years	\$305.06
	After 14 Years	\$326.85
	After 15 Years	\$348.64
	After 16 Years	\$370.43
	After 17 Years	\$392.22
	After 18 Years	\$414.01
	After 19 Years	\$435.80
	After 20 Years	\$457.58
	After 21 Years	\$479.37
	After 22 Years	\$501.16
	After 23 Years	\$522.95
	After 24 Years	\$544.74
	After 25 Years	\$566.53
	After 26 Years	\$588.32
	After 27 Years	\$610.11
	After 28 Years	\$631.90
	After 29 Years	\$653.69

<u>Step 2</u>	Bi-Weekly	\$4,402.72
	After 1 Year	\$44.03
	After 2 Years	\$66.04
	After 3 Years	\$88.05
	After 4 Years	\$110.07
	After 5 Years	\$132.08
	After 6 Years	\$154.10
	After 7 Years	\$176.11
	After 8 Years	\$198.12
	After 9 Years	\$220.14
	After 10 Years	\$242.15
	After 11 Years	\$264.16
	After 12 Years	\$286.18
	After 13 Years	\$308.19
	After 14 Years	\$330.20
	After 15 Years	\$352.22
	After 16 Years	\$374.23
	After 17 Years	\$396.24
	After 18 Years	\$418.26
	After 19 Years	\$440.27
	After 20 Years	\$462.29
	After 21 Years	\$484.30
	After 22 Years	\$506.31
	After 23 Years	\$528.33
	After 24 Years	\$550.34
	After 25 Years	\$572.35
	After 26 Years	\$594.37
	After 27 Years	\$616.38
	After 28 Years	\$638.39
	After 29 Years	\$660.41

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Appendix "A (7)"  
 Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
 (Job Specification 2606) on or After the Execution of the MOA

**Effective 1/21/09**

**Effective 1/21/09**

<u>Step 3</u>	Bi-Weekly	\$4,464.08
	After 1 Year	\$44.64
	After 2 Years	\$66.96
	After 3 Years	\$89.28
	After 4 Years	\$111.60
	After 5 Years	\$133.92
	After 6 Years	\$156.24
	After 7 Years	\$178.56
	After 8 Years	\$200.88
	After 9 Years	\$223.20
	After 10 Years	\$245.52
	After 11 Years	\$267.84
	After 12 Years	\$290.17
	After 13 Years	\$312.49
	After 14 Years	\$334.81
	After 15 Years	\$357.13
	After 16 Years	\$379.45
	After 17 Years	\$401.77
	After 18 Years	\$424.09
	After 19 Years	\$446.41
	After 20 Years	\$468.73
	After 21 Years	\$491.05
	After 22 Years	\$513.37
	After 23 Years	\$535.69
	After 24 Years	\$558.01
	After 25 Years	\$580.33
	After 26 Years	\$602.65
	After 27 Years	\$624.97
	After 28 Years	\$647.29
	After 29 Years	\$669.61

<u>Step 4</u>	Bi-Weekly	\$4,565.06
	After 1 Year	\$45.65
	After 2 Years	\$68.48
	After 3 Years	\$91.30
	After 4 Years	\$114.13
	After 5 Years	\$136.95
	After 6 Years	\$159.78
	After 7 Years	\$182.60
	After 8 Years	\$205.43
	After 9 Years	\$228.25
	After 10 Years	\$251.08
	After 11 Years	\$273.90
	After 12 Years	\$296.73
	After 13 Years	\$319.55
	After 14 Years	\$342.38
	After 15 Years	\$365.20
	After 16 Years	\$388.03
	After 17 Years	\$410.86
	After 18 Years	\$433.68
	After 19 Years	\$456.51
	After 20 Years	\$479.33
	After 21 Years	\$502.16
	After 22 Years	\$524.98
	After 23 Years	\$547.81
	After 24 Years	\$570.63
	After 25 Years	\$593.46
	After 26 Years	\$616.28
	After 27 Years	\$639.11
	After 28 Years	\$661.93
	After 29 Years	\$684.76

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Appendix "A (7)"  
Percentage Longevity for Individuals Promoted to the Rank of Detective Sergeant  
(Job Specification 2606) on or After the Execution of the MOA

Effective 1/21/09

<u>Step 5</u>	Bi-Weekly	\$4,772.99
	After 1 Year	\$47.73
	After 2 Years	\$71.59
	After 3 Years	\$95.46
	After 4 Years	\$119.32
	After 5 Years	\$143.19
	After 6 Years	\$167.05
	After 7 Years	\$190.92
	After 8 Years	\$214.78
	After 9 Years	\$238.65
	After 10 Years	\$262.51
	After 11 Years	\$286.38
	After 12 Years	\$310.24
	After 13 Years	\$334.11
	After 14 Years	\$357.97
	After 15 Years	\$381.84
	After 16 Years	\$405.70
	After 17 Years	\$429.57
	After 18 Years	\$453.43
	After 19 Years	\$477.30
	After 20 Years	\$501.16
	After 21 Years	\$525.03
	After 22 Years	\$548.89
	After 23 Years	\$572.76
	After 24 Years	\$596.62
	After 25 Years	\$620.49
	After 26 Years	\$644.35
	After 27 Years	\$668.22
	After 28 Years	\$692.08
	After 29 Years	\$715.95

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APPENDIX "B"  
USE OF ACCRUED COMPENSATORY TIME

Police Sergeants will be eligible, subject to limitations contained in the Memorandum of Agreement to bank up to 450 hours of compensatory time during any calendar year. Individual compensatory time banks may be designated in the even numbered pay periods of each year. Such designations are to be processed through the Facility Commanding Officers.

Time off may be taken against the compensatory time bank as follows:

1. Ordinary Compensatory Time

When a Sergeant desires time off, he must request the time no less than two weeks nor more than four weeks in advance. His request must be submitted to his Facility Commanding Officer in writing. The Commanding Officer will verify that the Sergeant has sufficient time in his bank, determine if approval will adversely affect the tour or tours of duty involved and if not call the Central Police Pool Commanding Officer for approval. If no Central Police Pool exists the Commanding Officer shall contact the Special Operations Division (SOD) Commanding Officer for approval.

If approved by the Central Police Pool or the SOD Commanding Officer, the time off is not to be canceled without the personal approval of the Superintendent of Police.

2. Time Off Limitations

Compensatory time off will be guaranteed for up to three Sergeants per day. The Central Police Pool or SOD Commanding Officer will control the approval of all compensatory time requests so that absences for such purposes remain at or below the level of three Sergeants per day.

Where the daily quota has not been met, compensatory time will be granted up to 24 hours before the start of the tour in question provided no overtime costs are incurred as a result of the late request.

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## APPENDIX "C"

This Appendix applies whenever there are fewer than eight hours between the consecutive overtime hours worked and the next scheduled tour of duty.

Work twelve (12) hours overtime - If not required for Court Appearance, the Police employee has the option to work his regular tour or take eight (8) hours Compensatory Time.

Work thirteen (13) hours overtime - To be excused with pay one (1) hour and charged seven (7) hours Compensatory Time.

Work fourteen (14) hours overtime - To be excused with pay two (2) hour with pay and charged six (6) hours Compensatory Time.

Work fifteen (15) hours overtime - To be excused three (3) Hour with pay and charged five (5) hours Compensatory Time.

Work sixteen (16) hours overtime - To be excused four (4) hour with pay and charged four (4) hours Compensatory Time.

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## APPENDIX D

### VACATIONS

#### I. POLICIES

- A. Vacations for Port Authority Police Employees are based on the assumption that they contribute to the good health and well being of the staff and are, therefore, mutually beneficial to the employee and the organization.
- B. Police employees receive vacations of up to 29 days yearly, depending on length of police service.
- C. Employees cited for performing services beyond normal expectations and receiving either the Medal of Honor, the Howard S. Cullman Distinguished Service Medal, the Distinguished Service Medal, the Police Commendation Medal, or the Meritorious Police Duty Medal receive extra days of vacation as specified in Attachment B to this Appendix D.
- D. The Human Resources Director may, with the approval of the Executive Director, modify vacation policies to fit the requirement of an unusual situation.

#### II. OPERATING RULES

- A. Attachment A, "Operating Rules - Vacations" outlines the operating rules for the administration of the vacation program.
- B. Attachment B, Vacation Allowance Table, shows the specific vacation allowances for Police Employees during their first year of employment, in subsequent years, and upon termination of employment. It also covers extra vacation days authorized for employees awarded medals.

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## APPENDIX D

ATTACHMENT "A"

### OPERATING RULES - VACATION

#### I. VACATION SCHEDULING

- A. Vacation scheduling for Police will be handled in accordance with instructions issued by the Superintendent of Police.

#### II. VACATION ELIGIBILITY IN CONNECTION WITH LEAVE OF ABSENCE

For the year in which an ordinary, maternity, or long term military leave begins, an employee is entitled to vacation allowance equivalent to that for terminating employees shown in Part VII of Attachment A plus any vacation days carried over from previous years. After subtracting vacation already taken, the balance is taken before the leave begins. If the employee has already taken vacation days in excess of his allowance for the year, their value is subtracted from his last paycheck before the leave begins. However, if at the time the leave begins, vacation has been taken in excess of vacation due in accordance with a facility or unit vacation schedule published at the start of a calendar year, no adjustments in the final salary check will be made provided that the employee did not initiate a change in his assigned vacation via a mutual swap or special request. Employees returning from ordinary, maternity, or long term military leave of absence in a calendar year other than that in which their leave commenced will be entitled to a vacation allowance, for that year only as shown in Part III of Attachment B.

- III. Vacation days taken in any year shall be charged first, against any accrued normal vacation carried over from the prior year, and second, against the current year's normal vacation allowance.

#### IV. VACATION IN CONNECTION WITH SICK LEAVE

- A. If an employee falls ill after starting his scheduled vacation, the period of his illness during this vacation cannot be charged as a sick absence. However, if an employee is hospitalized for one night or more while on vacation, only the days of hospitalization should be charged as sick absence time. Should questions arise regarding application of this policy, the Human Resources Department should be consulted.
- B. If an employee's sick absence starts before a scheduled vacation, the time absent due to illness should be charged as sick absence provided the employee returns to work at the end of his illness before starting his vacation.

- C. An employee who is absent for an extended period because of illness and who received paid sick leave for a part or all of the period of absence, may be required to forfeit a portion or all of his normal vacation allowance. The Superintendent of Police will recommend to the Human Resources Director the appropriate action to be taken in such cases.
  
- D. Following an extended period of absence because of illness (other than the first occasion of absence due to each injury incurred in the line of duty) and injuries incurred in the line of duty after the execution of the Memorandum of Agreement (1996-2003) which are exempt from consideration for purposes of Repeated and Excessive Absence discipline under Appendix "L", annexed hereto and the days of absence of such occasions which totals a minimum of 30 cumulative work days lost within any 12 consecutive month period, one (1) day of vacation allowance may be forfeited for each 10 work days of absence.

Vacation days forfeited shall be taken as follows: absences beginning and ending in a single calendar year shall only have vacation days forfeited from the calendar year in which the absence occurs; absences which begin in one calendar year and continue into a successor calendar year shall have vacation days forfeited based upon the entire period of absence, first from the calendar year in which the absence began and, if the Police Officer's remaining vacation allowance for that year is insufficient to satisfy the forfeiture, then the remainder of the forfeiture shall be taken from the calendar year in which the absence ended.

V. VACATION CARRYOVER

- A. Vacation must be taken in the year in which it is earned, unless special permission for carryover of vacation allowance from the year earned to the following year is granted by the Human Resources Director. Such permission must be obtained prior to the end of the year in which the vacation is earned. No employee may carry over to a succeeding year more than one full year's vacation allowance. The Superintendent of Police may authorize carryover of vacation of five days or less.
  
- B. In determining the amount of vacation which may be carried over to a succeeding year, a continuous period of vacation begun before the end of one calendar year which extends into the succeeding calendar year shall be considered to have been taken in its entirety during the calendar year in which it was begun.
  
- C. The provisions of Paragraphs A and B above shall apply to unused vacation days at the end of any calendar year which have accumulated as a result of illness or injury.

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**VI. LENGTH OF SERVICE IN CONNECTION WITH VACATION**

**A. Length of service is determined as follows in computing vacation allowance:**

- 1. All periods of authorized absence with pay are included.**
- 2. All time on military leave and sick leave, with or without pay is included.**
- 3. Time on leave of absence without pay in excess of one month is not included.**
- 4. If an individual is separated because of reduction in force and is re-employed within one year of the date of separation his service prior to separation is included.**
- 5. If an individual is re-employed after a separation of more than one year due to reduction in force, or after dismissal or resignation, his service prior to such separation, dismissal or resignation is not included, unless specifically approved by the Human Resources Director.**
- 6. Service as a full-time temporary employee is included, provided there is no interruption in employment exceeding five calendar days at the time his status is changed to project or permanent employee.**

**VII. VACATION ALLOWANCES ON SEPARATION - POLICE EMPLOYEES**

- A. 1. Vacation allowances on separation will be reduced by any vacation taken in the calendar year in which separation occurs, unless such days were carried over from a previous year.**
- 2. A member of the Police Force who is separated in good standing will be entitled to full credit for any unused vacation carried forward from a previous year under the provisions of Paragraph V, above. Any vacation carried forward from a previous year and taken prior to separation will not be considered in determining vacation allowance on separation.**
- B. A member of the Police Force in good standing who has had at least nine months' service and who is separated for such reasons as reduction in force, death, or retirement will be granted his full vacation allowance for the calendar year in which his services terminate, regardless of his termination date.**

- C. A member of the Police Force in good standing who is separated for any reason before the completion of nine months' service, or who is discharged for cause, including resignation under charges, is not eligible for vacation allowance on separation.
  
- D. A member of the Police Force absent without pay for more than thirty consecutive days during a year, with the exception of absence while on military leave, shall have his succeeding vacation allowance reduced by 1/12 for each 30 consecutive days of such absence.

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APPENDIX D  
VACATION ALLOWANCE TABLE

I. Annual Vacation Allowance

The following schedule will apply to Police Employees, except as provided in Parts II, III and IV hereof.

<u>Anniv. Date</u>	<u>Year of Employment</u>	<u>Anniversary Year</u>				
		<u>1<sup>st</sup></u>	<u>2<sup>nd</sup></u>	<u>3<sup>rd</sup></u>	<u>4<sup>th</sup></u>	<u>5<sup>th</sup></u>
Jan. 1 — Feb. 14	18	18	23	23	28	28
Feb. 15 — Apr. 15	16	18	22	23	27	28
Apr. 16— June 15	14	18	21	23	26	28
June 16 — July 15	10	18	21	23	26	28
July 16— Sept. 15	8	18	20	23	25	28
Sept 16—Nov. 15	6	18	18	23	24	28
Nov. 16—Dec. 15	3	18	18	23	24	28
Dec. 16—Dec. 31	1	18	18	23	23	28

II. On Termination (also see part VII of Attachment A)

If the month of Termination is: And the Police Employees Standard Vacation allowance is:\*

	<u>18 days</u>	<u>23 days</u>	<u>28 days</u>
January	1	2	2
February	4	4	5
March	5	6	7
April	6	8	9
May	7	9	11
June	10	12	13
July	11	14	17
August	12	15	19
September	13	17	21
October	16	20	24
November	17	21	26
December	18	23	28

\*Police Employees with vacation allowances not shown (e.g., 0-18 days, 18-23 days, 23-28 days). Use the following formula:

$$\text{Vacation Allowance} \times \frac{\text{No. of months worked since Jan. 1 of current year}}{12} = \text{Vacation Allowance on Termination}$$

Parts are rounded to the nearest whole (3.43 = 3, 3.54 = 4)

Half days are rounded to next higher day (e.g. 3.5 = 4)

### III. Police Employees Returning from Leave of Absence

If the month of <u>Return is:</u>	And the Police Employee's <u>Standard Vacation allowance is:**</u>		
	<u>18 days</u>	<u>23 days</u>	<u>28 days</u>
January	18	23	28
February	17	21	26
March	16	19	24
April	13	17	21
May	12	16	19
June	11	14	17
July	10	12	15
August	7	9	13
September	6	8	11
October	4	6	9
November	3	4	7
December	0	2	5

\*\* For Police Employees with vacation allowance not shown (e.g., 0-18, 18-23, 23-28 days), use the following formula:

$$\text{Vacation Allowance} \times \frac{\text{No. of months which will be worked to Dec. 31 of current year}}{12} = \text{Vacation Allowance}$$

Rounding of parts will be done in the same way as in paragraph II above.

### IV. Extra Vacation Allowance

Holders of the awards shown below, with the exception of the Meritorious Police Duty Medal, will receive the extra vacation allowance indicated beginning in the year in which the medal is





awarded. Upon termination, medal holders will receive full value for those vacation days for the year in which the separation occurs with the exception noted in part VII. C, of Attachment A.

<u>A. All Employees Awarded:</u>	<u>Receive Extra Days of Vacation as Follows:</u>
The Medal of Honor	3
The Howard S. Cullman Distinguished Service Medal	3
The Distinguished Service Medal	2
The Police Commendation Medal	1
The Meritorious Police Duty Medal	1***

\*\*\* Holders of this award receive one extra day vacation during the twelve-month period following the award ceremony.

**B. Service Awards**

Employees who have on or after January 1, 2000, attained twenty-five (25) years or more service with the Port Authority shall be granted one (1) additional vacation day annually and it is hereby resolved that prior PATH service shall qualify as service credit in determining an employee's entitlement to the additional vacation day.

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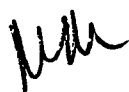
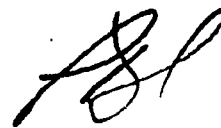
**POLICE SERGEANT VACATION GROUP ROTATION**

	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>
JAN.	A	I	H	G	F	E	D	C	B
JAN.	B	A	I	H	G	F	E	D	C
FEB.	C	B	A	I	H	G	F	E	D
FEB	D	C	B	A	I	H	G	F	E
MAR	E	D	C	B	A	I	H	G	F
MAR	F	E	D	C	B	A	I	H	G
APR	G	F	E	D	C	B	A	I	H
APR	H	G	F	E	D	C	B	A	I
MAY	I	H	G	F	E	D	C	B	A
MAY	A	I	H	G	F	E	D	C	B
JUNE	B	A	I	H	G	F	E	D	C
JUNE*	C	B	A	I	H	G	F	E	D
JULY*	D	C	B	A	I	H	G	F	E
JULY*	EF	DE	CD	BC	AB	IA	HI	GH	FG
AUG*	G	F	E	D	C	B	A	I	H
AUG*	H	G	F	E	D	C	B	A	I
SEPT*	AI	HI	GH	FG	EF	DE	CD	BC	AB
SEPT	C	B	A	I	H	G	F	E	D
OCT	D	C	B	A	I	H	G	F	E
OCT.	E	D	C	B	A	I	H	G	F
NOV.	F	E	D	C	B	A	I	H	G
NOV.	G	F	E	D	C	B	A	I	H
DEC.	H	G	F	E	D	C	B	A	I
DEC.	I	H	G	F	E	D	C	B	A
X-MAS	B	A	I	H	G	F	E	D	C

**NOTE:**

1. Any letter listed without a number includes all sub groups of that letter, i.e., "A" includes groups A1, A2, A3, A4, A5, A6, A7.
2. Monthly periods shown are nominal. Actual charts are produced annually by Police Division with specific dates.

\*Prime Vacation Period.

APPENDIX "E"

SICK LEAVE

I. Policy

This instruction covers all Port Authority permanent, probationary and annual employees except Service C employees included in the Sick Leave Bank Plan. (NOTE: A Temporary Operating Instruction on the Sick Leave Bank Plan was issued effective July 1, 1968. The Sick Leave Bank Plan covers all Service C employees, except those employees whose positions are represented by an authorized employee organization which has, pursuant to a memorandum of understanding, elected coverage under a different available sick leave plan.)

A. General

1. Employees who have completed at least three months of service in a status other than temporary may be granted sick leave with pay, in accordance with the schedule of allowances below, because of sickness or disability incurred not in line of duty.
2. Employees injured while participating in a Port Authority sponsored activity which causes them to lose time from work are compensated for this lost time under the schedule of allowances.
3. For the purpose of administering this policy, the work week for all employees is considered to be a seven-day period beginning at 12:01 A.M. on Sunday and ending at 12:00 Midnight Saturday.

B. Schedule of Allowances

The following schedule of allowances applies to each separate period of sickness or disability:

<u>Length of Service</u>	<u>Weeks at Full Pay</u>	<u>Weeks at Half Pay</u>
Less than 3 months	None	None
3 months but less than 1 year	1 ( 5 days)	2 (10 days)
1 year but less than 2 years	2 (10 days)	4 (20 days)
2 years but less than 5 years	4 (20 days)	8 (40 days)
5 years but less than 10 years	8 (40 days)	18 (90 days)
10 years and over	13 (65 days)	39 (195 days)

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Special consideration may be given by the Personnel Director to employees with fifteen years of service or more.

C. Determination of Length of Service

Length of service is determined as follows in computing sick leave allowances:

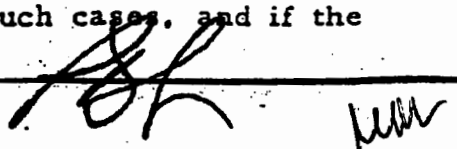
1. Periods of authorized absence with pay is included.
2. All time on military leave and sick leave is included.
3. Time on leave of absence in excess of one month is not included.
4. If an individual is separated because of reduction of force and is re-employed within one year of the date of separation, his service prior to separation is included.
5. If an individual is re-employed after separation of more than one year due to reduction of force, or after dismissal or resignation, his services prior to such separation, dismissal or resignation are not included.

full-time

6. Service as a temporary employee is not included, provided there is no interruption in employment exceeding five calendar days at the time his status is changed to annual or permanent employment.

H. Procedure

- A. Sick leave up to the full amount indicated in the schedule may be authorized by department heads.
- B. In cases where, in the judgment of the department head concerned, the sick leave allowance should be less than the full amount indicated in the schedule, appropriate recommendations are submitted by the department head to the Personnel Director for approval.
- C. In cases where the period of sickness or disability continues beyond the time covered in the schedule, and where sick leave allowance in excess of the schedule is considered appropriate by the department head, recommendation for such allowance is submitted to the Personnel Director by memorandum setting forth the pertinent facts of the case with a completed Employee Payroll Notice, form PA 87. The Personnel Director and, where appropriate, the Medical Director investigates all such cases, and if the



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recommendation is approved by the Personnel Director for the Executive Director, such approval is noted on the abstract of Personnel Changes which is submitted monthly to the Committee on Operations.

At the end of the period of sick leave with full pay, or half pay, the name of the employee on sick leave is included on Departmental Payroll Payment Authority, form PA 688, submitted by the department concerned to effect the reduction in pay. Particular care is taken to see that this is done at the proper time, since failure to take this action results in over-payment.

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APPENDIX "F"

THE PORT AUTHORITY OF NEW YORK AND NEW JERSEY  
DIRECTOR OF ADMINISTRATION  
POLICE DIVISION INSTRUCTION

P.D.I 2-9  
SICK LEAVE POLICY  
JULY 1976  
REVISED MARCH 1988  
REVISED JUNE 1998

I. INTRODUCTION

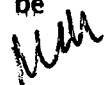
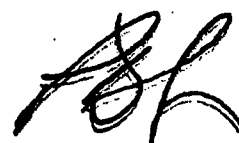
It is the purpose of this instruction to establish the policy and procedures to be used by the Facility Police Commanding Officer in reviewing individual sick leave performance of all police personnel, as well as to provide the means for an evaluation and counseling of those individual cases requiring special attention.

II. STANDARDS FOR SICK ABSENCES

1. A. The standards for sick absences are:
  1. No sick absences in 12 months - Above Standard
  2. One to Four separate sick absences in 12 months - Standard
  3. Five or more separate sick absences in 12 months - Below Standard
- B. All sick absences, including less than full tour absences, doctor's note, and excused by Office of Medical Services absences, will count in the determining of the number of occasions.

III. REVIEWS

- A. Each month the Facility Police Commanding Officer will conduct a review of the sick leave performance of all members of his command, for the preceding 12 months.
- B. When a member of the force reaches three occasions of sick absence in a twelve month period, the Facility Police Commanding Officer will conduct a review of the individual's sick record for the previous 24 month period. The review will include all occasions of sick absence, the number of tours and less than full tours of sick absence, medical problems related to the absences and other related data which will aid in reviewing the total record of the person.
- C. The Facility Police Commanding Officer will interview the individual to obtain additional information and to counsel him on his performance. A memorandum recording the results of the review and the interview will be



placed in the employee's facility file.

- D. When a member of the force reaches four occasions of sick absence in a 12 month period, the Facility Police Commanding Officer will again interview the individual. The individual at this time will be advised that a future sick absence within the 12 month period may result in a recommendation that he be placed on Half-Pay Doctor's Note Status. A memorandum recording the results of the review and the interview will be placed in the employee's facility file.
- E. When the sick leave performance of a member of the force goes below standard, the Facility Police Commanding Officer will conduct a review of the individual's sick record. The individual will be interviewed and based on an evaluation of all relevant data, the Facility Police Commanding Officer may recommend that the individual be placed on a Half-Pay Doctor's Note Status for 6 months.

#### IV. CHANGES IN SICK LEAVE STATUS

##### A. Half-Pay Doctor's Note Status

- 1. A recommendation may be made to place a member of the force on Half-Pay Doctor's Note Status after a review of his sick leave record has been completed and the individual has been interviewed and counseled as specified in paragraph III, above. The procedure outlined in Appendix A of this P.D.I. will be used to recommend placement of an individual on Half-Pay Doctor's Note Status.
- 2. An individual on Half-Pay Doctor's Note Status, who supplies a letter or note from his doctor that he attended the individual during the period of sick leave involved, or who takes time off for sick leave on the advice of the Port Authority Office of Medical Services, will receive 1/2 pay for such absence, provided he presents the doctor's letter or note to his Facility Police Commanding Officer upon his return to duty. If a note is not presented, the individual will receive no pay for the sick absence.

##### B. No-Pay Status

- 1. When a review of the sick leave record of an individual on a Half-Pay Doctor's Note Status shows no improvement and continues Below Standard, an evaluation will be made of all relevant information and an interview will be conducted with the individual concerned.
- 2. If warranted, and as a result of the evaluation and interview, the Facility Police Commanding Officer may submit a recommendation to

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place the individual on a No-Pay Status for 6 months.

3. The procedure as outlined in Appendix A will be used.
4. An individual on No-Pay Sick Leave Status may be recommended to receive no pay for each sick absence, while on such status, regardless of whether or not he presents a doctor's note or is advised to take time off for sick leave by the Port Authority office of Medical Services.

C. Follow-up Reviews

1. The sick leave record of an individual who is on a less-than-full-pay sick leave status will be reviewed at the end of the 6 month period, while on such status.
2. The review will include an evaluation of all relevant information, and must be followed by one of the actions specified in paragraphs D and E below.

D. Return to Full-Pay Status

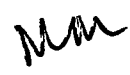
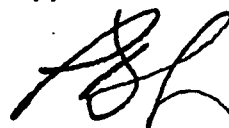
When the review of the sick record of an individual on less-than-full-pay sick leave status shows an improvement and reflects a Standard or Above Standard performance, the Facility Police Commanding Officer will submit a recommendation to return the individual to a Full-Pay Status, as outlined in Appendix B.

E. Continued Less-Than-Full-Pay Status

1. When the review of the sick record of an individual on less-than-full-pay sick leave status shows no improvement and continues Below Standard, an evaluation will be made of all relevant information and an interview will be conducted with the individual concerned.
2. If warranted, and as a result of the evaluation and interview, the Facility Police Commanding Officer may submit a recommendation to continue the individual on less-than-full-pay status for an additional 6 months.
3. The procedure as outlined in Appendix A will be used to recommend that an individual on less than-full-pay status be extended on such status for an additional 6 months.

V. TO REDUCE PAY

When a member of the force on less-than-half-pay status is absent on sick leave, the Facility Police Commanding Officer, after complying with the provisions outlined above, will notify the Inspector Operations by telephone of his recommendations, in accordance with Appendix C.





APPENDIX A

**PROCEDURE FOR CHANGING THE SICK PAY STATUS**  
**MEMBER OF THE FORCE TO A LESS THAN**  
**FULL PAY STATUS**

A. After fulfilling the requirements of the P.D.I, a Facility Commanding Officer who wishes to recommend a change in Sick Pay Status will:

1. Determine if the member under review warrants a less than full pay status for sick leave in accordance with the provisions of this P.D.I.

2. Prepare a recommendation, original and four copies, to the Superintendent of Police.

3. If the Superintendent of Police disapproves the recommendation, the original copy will be retained by the Police Division and the four copies returned to the Facility Commanding Officer. If approved, the Police Division retains the original and sends four copies to the Director of Administration.

4. The Director of Administration, if he approves, retains a copy and forwards three copies to the Manager Operating Personnel Division, Personnel Department. If approved, two copies are returned to the Administrative Assistant, Police Division.

5. The Administrative Assistant will note his records and return one copy to the Facility Commanding Officer.

B. Upon receipt of this confirmation, the Facility Commanding Officer will promptly notify the individual concerned that for a period of 6 months from the date of approval by the Personnel Department, he will be in the indicated pay status for sick leave.

C. The approval procedure will also be used when recommending that an individual in a less than full pay for sick leave status be retained in that status for an additional 6 months.

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APPENDIX B

PROCEDURE FOR CHANGING THE SICK LEAVE  
STATUS OF MEMEBRS OF THE FORCE

A. To restore an individual to full pay for sick leave status, the Facility Commanding Officer will forward a memorandum to the Superintendent of Police containing a recommendation to that effect for his approval. The memorandum will be in quadruplicate. If approved, the Superintendent of Police will so indicate on all copies of the recommendation. Copies will be processed as follows:

1. Two for Police Division - one for file and one for notification to the Facility Commanding Officer.
2. One for Administrative Assistant - Police Division.
3. One for Manager, Operating Personnel Division.

Upon receipt of this confirmation, the Facility Commanding Officer will promptly notify the individual concerned.

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APPENDIX C

IMPLEMENTING LESS THAN FULL PAY

- A. When a member of the force who is in a less than full pay status is absent because of illness, the Facility commanding Officer will:
1. Determine if the sick absence is subject to a reduction in pay in accordance with the provisions of the P.D.I.
  2. If a reduction in pay is warranted, telephone notifications will be made to the Inspector - Operations.
  3. Inspector, Operations, will notify the Administrative Assistant, Police Division.
  4. Upon receipt of the notification from the Inspector Operations, the Administrative Assistant will cause the necessary notice to be made to the payroll section to reduce the salary of the member of the force.

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## APPENDIX "C"

## GRIEVANCE-ARBITRATION/ DISCIPLINARY PROCEDURE

The Port Authority of New York and New Jersey (the "Port Authority") and the Port Authority Sergeants Benevolent Association (the "Association") agree that the procedure for processing grievances with respect to the alleged violation of any provision (other than paragraph one of Section II, paragraph fourteen of Section XVIII, Section XXI and Appendix "J" referred to therein, Section XXIX, Section XXX, Paragraph one of Section XXXIII, the second sentence of paragraph seven of Section XXXIV, and Section LII), of the Memorandum of Agreement executed by the parties on *April 12, 2005*, and disciplinary charges shall be as follows:

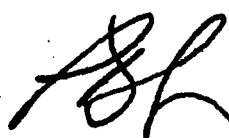
**A. Policy**

Police Sergeants shall have the right to present grievances in accordance with the procedures described herein free from interference, coercion, restraint, discrimination or reprisal. The informal resolution of differences prior to the initiation of actions under this Grievance Procedure is encouraged and desired by the Port Authority and the Association.

**B. Definitions**

Pursuant to the Memorandum of Agreement to which this Grievance-Arbitration/Disciplinary Procedure (Grievance Procedure) is annexed as Appendix G (which Memorandum shall hereinafter be called the "Memorandum of Agreement") and for the purposes of this Appendix:

1. **Grievance.** A complaint limited to the application or interpretation by the Port Authority of any provision of the Memorandum of Agreement (other than paragraph one of Section II, paragraph fourteen of Section XVIII, Section XXI and Appendix "J" referred to therein, Section XXIX, Section XXX, paragraph one of Section XXXIII, the second sentence of paragraph seven of Section XXXIV, and Section LII) which application or interpretation is alleged to constitute a violation of the said Memorandum of Agreement or any provision thereof; provided, however, that, notwithstanding any provision or provisions of the Memorandum of Agreement, the term "grievance" shall not include any complaint or dispute whatsoever concerning unit work irrespective of its nature and source nor any complaint or dispute whatsoever concerning any transfer of a Police Sergeant or denial thereof irrespective of its nature and source if the Superintendent of Police declares in writing that such transfer or denial is deemed necessary for the good of the service and sets forth the reason or reasons therefore. No complaint or dispute whatsoever concerning any transfer of a Police Sergeant or denial thereof irrespective of its nature and source shall be subject to or processed through this Grievance procedure or submitted to arbitration if the Superintendent of Police



declares in writing that such transfer or denial thereof is deemed necessary for the good of the service and sets forth the reason or reasons therefore. No complaint or dispute concerning unit work irrespective of its nature and source shall be subject to or processed through this Grievance procedure or submitted to arbitration but shall be subject to the exclusive jurisdiction of the Port Authority Employment Relations Panel pursuant to Section XXX of the Memorandum of Agreement. The processing of a complaint by the Port Authority pursuant to this procedure shall not constitute a waiver by the Authority of any defense or claim that the conduct complained of does not involve the application or interpretation of any provision of the Memorandum of Agreement.

**2. Disciplinary Charges and specifications:** Disciplinary charges and specifications ("disciplinary charge" or "charge") filed pursuant to Document G, annexed to the Memorandum of Agreement, as modified by Section XXVII of the Memorandum of Agreement.

**C. Procedure**

Grievances and disciplinary charges as defined in Paragraphs 1 and 2, respectively, of B herein shall be processed as follows:

**Step One: Initial Processing of Grievance**

A written grievance shall be submitted (via facsimile or otherwise) by the grievant on forms to be provided by the Port Authority to the Superintendent of Police or his designee on behalf of the Public Safety Department (with a copy to the Association if the President thereof or his designee is not the grievant) within thirty (30) working days of the commencement of the event which gave rise to the grievance or the date the grievant should reasonably have been expected to become aware of the event which gave rise to the grievance. If the grievance is not settled in writing within ten (10) working days of receipt of the grievance, the grievance may be appealed by the grievant to the Manager of the Labor Relations Department within fifteen (15) working days of receipt of the Step One response. Any such appeal shall be in writing and state the grounds therefor. If no Step One response is received within the specified time, the grievance shall be advanced to Step Two without further action by the grievant.

**Step Two: Appeal of Grievance**

The Manager, Labor Relations Department shall issue a written determination of an appeal from Step One within twenty (20) working days after the receipt of such appeal, setting forth the reasons for his determination. Any unsettled grievance may be appealed to arbitration as set forth in step Three.

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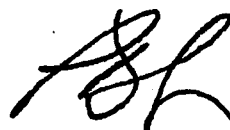
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**Step Three: Arbitration**

(a) Disciplinary charges: A disciplinary charge shall be considered automatically submitted to arbitration at the time of service of the charge. Within twenty (20) working days of the service of the Disciplinary Charge, the Port Authority shall notify the designated representative of the American Arbitration Association at their then current address, by the filing of a demand for arbitration, with a copy of the demand provided to the Association. The process for selecting the arbitrator shall begin upon the filing of the demand and shall proceed in accordance with the then effective Voluntary Labor Arbitration Rules of the American Arbitration Association.

(b) Except as otherwise provided in Appendix "K" annexed to the Memorandum of Agreement, the President of the Association or his designee shall have the exclusive right to refer to arbitration any unsettled grievance with respect to the application or interpretation by the Port Authority of any provision of the Memorandum of Agreement (other than paragraph one of Section II, paragraph fourteen of Section XVIII, Section XXI and Appendix "J" referred to therein, Section XXIX, Section XXX, Paragraph one of Section XXXIII, the second sentence of paragraph seven of section XXXIV, and Section LII) which application or interpretation is alleged to constitute a violation of the said Memorandum of Agreement or any provision thereof by serving written notice in duplicate on the Manager, Labor Relations Department or his designee, not later than twenty (20) working days following receipt of the Step Two determination; provided, however, that, notwithstanding any provision or provisions of the Memorandum of Agreement, the term "grievance" shall not include any complaint or dispute whatsoever concerning unit work irrespective of its nature and source nor any complaint or dispute whatsoever concerning any transfer of a Police Sergeant or denial thereof irrespective of its nature and source if the Superintendent of Police declares in writing that such transfer or denial is deemed necessary for the good of the service and sets forth the reason or reasons therefor. No complaint or dispute whatsoever concerning any transfer of a Police Sergeant or denial thereof irrespective of its nature and source shall be subject to or processed through this Grievance procedure or submitted to arbitration if the Superintendent of Police declares in writing that such transfer or denial thereof is deemed necessary for the good of the service and sets forth the reason or reasons therefor. No complaint or dispute concerning unit work irrespective of its nature and source shall be subject to or processed through this Grievance Procedure or submitted to arbitration but shall be subject to the exclusive jurisdiction of the Port Authority Employment Relations Panel pursuant to Section XXX of the Memorandum of Agreement.

(c) If the President of the Association demands to refer a grievance to arbitration he shall do so by filing a demand for arbitration with the Manager, Labor Relations Department and the designated representative at the American Arbitration Association at their then current address or, in the case of a grievance by the Port



Authority pursuant to Appendix "K", upon the filing of a written notice of a demand to refer the grievance to arbitration with the President of the Association, and the designated representative of the American Arbitration Association at their then current address, an arbitrator shall be selected in accordance with the then effective Voluntary Labor Arbitration Rules of the American Arbitration Association.

(d) The arbitrator shall not have the power to add to, subtract from or modify the provisions of the Memorandum of Agreement and shall confine his decision solely to the interpretation and application of the Memorandum of Agreement. He shall confine himself to the precise issue presented for arbitration and shall have no authority to determine any other issues not so presented to him nor shall he submit observations or declarations of opinion which are not essential in reaching the determination.

(e) The decision or award or relief afforded by the arbitrator shall be final and binding upon the Port Authority, the Association and the grievant(s) or charged employee(s) to the extent permitted by and in accordance with applicable law and the Memorandum of Agreement.

(f) All fees and expenses of the American Arbitration Association and the arbitrator shall be divided equally between the parties. Each party shall bear the cost of preparing and presenting its own case. However, if none of the disciplinary charges against a Police Sergeant are sustained by the Arbitrator, then the Port Authority shall pay reasonable counsel fees at the rates set forth in the Section of this Memorandum of Agreement entitled "Non-Civil Charges or Complaints" for the defense of the Police Sergeant in the arbitration.

(g) The Port Authority shall select the court reporters and arrange for their attendance. The Port Authority and Association shall divide equally the costs of the transcript for the arbitrator, court reporter fees and court reporter expenses. Each party shall be responsible for the cost of their own transcript(s).

(h) The arbitrator shall issue his decision as soon as possible after the close of the hearing. The arbitrator shall be bound by the then-effective Voluntary Labor Arbitration Rules of the American Arbitration Association. The hearing will be located alternately between Police Headquarters and the Association Office.

(i) The settlement or award or relief upon a grievance may or may not be retroactive as the equities of each case demand but in no event shall such resolution be retroactive to a date earlier than the date the grievance was first submitted or the date the grievance occurred.

(j) Grievance resolutions or decisions at Steps One and Two shall not constitute a precedent in any arbitration or other proceeding.

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**D. Representation**

1. The grievant is entitled to Association representation at any grievance and arbitration meetings. The Association shall have the exclusive right to represent members in any grievance provided, however, that any grievant or group of grievants shall have the right to present his or their own grievance at Steps One and Two without representation of any kind, provided further that no resolution of a grievance shall be inconsistent with the provisions of the Memorandum of Agreement. The Association shall receive copies of written determinations and of appeals at all Steps and may submit written comments thereon and shall have the right to be present and to offer statements at any grievance step meeting.

2. The grievant(s) and any witness(es) shall be excused from duty with pay as required for the processing of grievances, subject to the approval of the Superintendent of Police. If possible, any such request for excusal must be presented in advance, and approval thereof shall not be unreasonably withheld. Time off for Association representation purposes shall be in accordance with Limited Distribution Directive 3-05 dated APRIL 12, 2005

3. In the event a hearing of a disciplinary charge is scheduled to occur on the charged employee's scheduled day off (RDO), excluding RDO's falling within or concurrent to the employee's scheduled vacation period, he shall be given an RDO in place of the RDO eliminated by the scheduled hearing date. In the event the hearing date is scheduled on the charged employee's vacation day or on an RDO within or concurrent to a scheduled vacation the hearing for that date will be adjourned.

**E. Special Provisions**

1. The term "working days" as used in this Grievance Procedure shall mean calendar days exclusive of Saturdays, Sundays and public holidays.
2. The parties may mutually agree in writing, when circumstances warrant, to by-pass Step One of this Grievance Procedure.
3. The failure by the Port Authority to meet a deadline specified herein shall permit advancing the matter to the next Step. The failure of the grievant or the Association to file a grievance or an appeal within the time limit specified shall be deemed to be a resolution of the grievance.
4. All time limits contained in this procedure may be extended by mutual agreement in writing.

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## APPENDIX H

### EXCUSED ABSENCES AND PERSONAL LEAVE

#### I. Introduction

This section describes the policy regarding excused absences and personal leave for permanent and probationary police employees covered by Memorandum of Agreement.

#### II. Definition

A. Excused absences are any authorized absences from scheduled hours of work for which no deduction is made from the employee's compensation, and which are not attributable to vacations, holidays, sick leave, military leave, or compensatory time credited or to be earned.

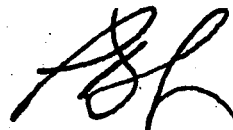
B. Personal leave is any authorized absence from scheduled hours of work for which no deduction is made from the employee's compensation, and which are not attributable to vacations, holidays, sick leave, military leave, or compensatory time credited or to be earned.

#### III. Policy

##### A. Excused Absences

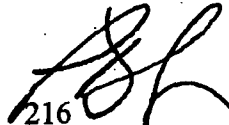
Port Authority management grants time off with pay to police employees and identifies the absence as excused time under the following circumstances only:

1. Time necessary for involuntary participation in governmental proceedings such as jury duty, draft board examinations, Workmen's Compensation Board hearings, or appearing in court as a subpoenaed witness.
2. Time necessary for voting. Any eligible employee who desires to vote in a general election, primary election, special election or local election in the community where he resides, and who is required to work on the day of such election and whose hours of work are such that it will be difficult or impossible for him to vote, shall be granted two hours of excused time off to vote. Such time off shall be allowed only at the beginning or end of the employee's tour of duty as designated by his supervisor.



However, any employee who has four or more consecutive hours before or after his working hours during which polls are open will be considered to have sufficient time to vote outside of his working hours and will not, therefore, be granted excused time.

3. Time necessary because of a death in the employee's immediate family (spouse, child, parent, brother, sister, spouse's parent, other person living in the employee's home). When more than three scheduled work days are needed, the additional time must be approved by the Superintendent of Police. Absences in excess of five (5) work days for any one instance require written approval by the Personnel Director, copy to the Manager, Accounting Division.
4. Time for donating to the Port Authority Blood Bank. Any police employee who donates blood to the Port Authority Blood Bank during his normal work schedule is granted the rest of that working day off as excused time. Any police employee who donates blood outside his normal work schedule is granted three (3) hours of excused time, to be taken at a time mutually convenient to the police employee and his supervisor.
5. When overtime work in excess of five and one-half hours (5 1/2) is performed by a police employee who is called in from off-duty status, sufficient excused time is granted in order to provide a period of four (4) consecutive hours off before the police employee starts his next normal tour. For example, if the police employee works from midnight until 6 A.M. and is scheduled to work the 8 A.M. to 4 P.M. tour, he receives two hours of excused time and starts his tour at 10 A.M.
6. Excused absences granted in accordance with the provisions of L.D.D. 3-05.
7. A Police Sergeant who is scheduled to take a police promotion examination and who is also scheduled to work the tour of duty immediately preceding the scheduled commencement of that examination shall be excused from that tour of duty.
8. Special individual situations as recommended by the Superintendent of Police and approved by the Personnel Director.

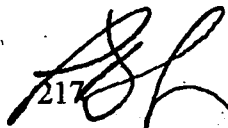
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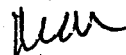


B. Personal Leave

This section describes the policy and procedure regarding personal leave for permanent and probationary police employees covered by Memorandum of Agreement.

1. Police employees will receive up to five days of personal leave.
2. Each Police Sergeant may, in addition to paragraph "1" herein, designate up to sixteen hours of compensatory time per annum to be converted into a maximum of two additional days of personal leave which may be taken in the year of designation. Once a Police Sergeant has taken the maximum of sixteen hours of compensatory time converted to personal leave, the Police Sergeant may, in addition, designate up to an additional sixteen hours of compensatory time per annum to be converted into a maximum of two additional days of personal leave which must be carried over into the following year unless paid in accordance with this Appendix "H".
3. Effective July 31, 1988, Sergeants shall not have any right to take personal leave on the following days: Christmas Eve, Christmas Day, New Year's Eve, New Year's Day, and Thanksgiving Day.
4. Except as set forth in III B3 above, personal leave can only be denied for the following reasons: failure of essential equipment or systems where there is an urgency to restore essential services, conditions resulting from serious accidents affecting facility operations, floods, fires, disasters or other similar emergencies, high security VIP arrivals or departures, strikes, picketing, riots, demonstrations, civil disorders or other occasions when crowds may gather that are not as a result of normal operations or occurrences and threatened or actual weather conditions which could adversely affect facility operations.
5. Police employees are to submit written notice in advance for personal leave to their Commanding Officer whenever possible. (Examples used for vacation, family affair, planned event, etc.)
6. Accrual of Personal Leave Days
  - a. Five personal days will be credited to each police employee who is on payroll January 1 of each Year.

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- b. A Police employee may, at any time during the year, utilize up to sixteen hours per annum of his compensatory time as personal leave, consistent with III B.2.
- c. Before or during payroll period 23 of each year, police employees may submit a handwritten memorandum to their Commanding Officer with regard to any unused personal leave days.
  - i) Police employees will have the right to carry all unused personal leave days (including converted compensatory time) into each following calendar year without limitation.
  - ii) Police employees will have the right to be paid for all or any unused personal leave days and the same shall be paid in payroll period #25 of any year.
  - iii) Police employees will have the right to include in their compensatory time bank all or any of their unused personal leave days.
  - iv) All unused personal leave days will be carried into the following calendar year for police employees who do not submit a handwritten memorandum during the prescribed time.
  - v) Police employees will be paid, upon separation from police service, for all unused personal leave days.
  - vi) Unused personal leave days will be accrued for payment in the year of separation on the basis of two days for each four-month period or any part thereof, to a maximum of five days, the police employee is on the payroll in the calendar year of separation.

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## APPENDIX "I"

### OVERTIME ASSIGNMENT PROCEDURE FOR POLICE SERGEANTS

#### I. POLICY

- A. Overtime for assignments will be authorized in accordance with Section XIII of the Memorandum of Agreement.

This procedure shall be utilized to identify the appropriate Police Sergeant for an overtime work assignment.

Voluntary overtime is an overtime assignment which is not ordered or which need not be assigned to a particular Police Sergeant. Ordered overtime is any overtime ordered pursuant to Section XIII, Paragraph 13 of the Memorandum of Agreement, preparation time, or overtime required in connection with training, arrest, appearances at court, before administrative bodies.

- B. Police Sergeants must express advance interest in working Early Call In (ECI), Hold Over (HO), Regular Day Cancellation (RDO X) or Vacation Cancellation (VAC X) at their permanently assigned Facility Police Command first and then at the Central Police Desk. RDO X and VAC X have equal standing under the Procedure and Police Sergeants shall be solicited on total cumulative overtime hours. Police Sergeants requesting to work a voluntary overtime assignment must cover their Facility Police Command requirements first, and selection under this Procedure will be made from an operating equalization overtime list in accordance with this procedure.
- C. The interested Police Sergeant with the least amount of overtime shall be solicited, subject to the procedures in Section II herein, for the assignment. In the event the Police Sergeant with the lowest overtime declines, the Police Sergeant with the next lowest amount shall be solicited and so on, until all interested Police Sergeants are canvassed. A recorded up to date master list of all Police Sergeants overtime shall be maintained at the Central Police Desk and used for overtime equalization in the event a Police Sergeant is requested to fill an overtime work requirement, that cannot be filled by the facility assigned Police Sergeants in accordance with this procedure. The master overtime list shall be provided by the Port Authority and shall be no more than 14 to 28 days in arrears of the daily up to date Facility Police Command Police Sergeants overtime hours. This master list shall be in addition to the daily overtime hours maintained and used at each Police Sergeant's Facility Police Command for equalization. If two or more Police Sergeants have the same number of hours, the Police Sergeant with the greatest seniority will be called first. Refusals of overtime will not be considered, only overtime hours or parts thereof will be recorded.

D. Effective on June 30, 1998,

1. At the beginning of each calendar year, all Police Sergeants shall return to zero (0) overtime hours for the purpose of this procedure.
2. All newly promoted Sergeants overtime accrued as a Police Officer and/or a Detective will be carried over upon promotion.

## II. PROCEDURE

A. Overtime assignment of four (4) hours or less

1. Whenever a voluntary overtime assignment for a Police Sergeant is four (4) hours or less, Commanding Officers may fill the vacancy by the "holding over" or "early call in" of Police Sergeants assigned to the Facility Police Command, with equalization amongst those eligible Police Sergeants working the tour adjacent to the overtime assignment.
  - a. In the event Police Sergeants are not available to work Hold Over or ECI from adjacent tours of the overtime assignment, Police Sergeants on RDOX /VAC X assigned to the Facility Police Command may be canvassed to fill the overtime assignment.
  - b. If no assigned Police Sergeant is available from the list of assigned Facility Police Command Police Sergeants, then available Police Sergeants may be canvassed to fill the overtime requirement in accordance with Paragraph C herein.

B. Overtime Assignment of More Than Four (4) Hours

1. Whenever a voluntary overtime assignment for a Police Sergeant is to be for more than four hours, it may be covered by RDO X/VACX where possible, or by HO, ECI in the sequence listed below.
  - a. All Police Sergeants assigned to the Facility Police Command in accordance with Attachment "A" annexed hereto, may be solicited to work on an RDO X/VAC X basis. In those instances where a voluntary overtime assignment of more than four hours is filled utilizing a Police Sergeant on RDO X or VAC X pursuant to this procedure the Police Sergeant shall be guaranteed a minimum of eight (8) hours work.
  - b. All Police Sergeants assigned at the Facility Police Command working the tours adjacent to the overtime assignment shall be offered the HO or ECI.

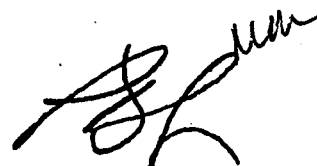
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- C. In the event the assignment cannot be filled in accordance with the above, then the following sequence applies:
1. Police Sergeants from a Facility Police Command within a Consolidated Police Zone on RDO X/VAC X who are qualified to work at the requesting Facility Police Command shall be solicited to fill the assignment.
  2. Qualified Police Sergeants on HO or ECI from a Facility Police Command within a Consolidated Police Zone shall be solicited to work at the Facility Police Command to fill this assignment.
  3. Police Sergeants from all other Facility Police Commands on RDO X/VAC X who are qualified to work at the requesting Facility Police Command shall be solicited to fill the assignment.
  4. Qualified Police Sergeants on HO or ECI from any Facility Police Command shall be solicited to work at that Facility Police Command to fill the assignment.
- D. If all attempts to cover a Police Sergeant deficiency on a voluntary basis with a qualified Police Sergeant has failed then the most junior qualified Police Sergeant working at the Facility Police Command will be ordered to work as follows; HO or ECI from among junior qualified Police Sergeants working the adjacent tours at the Facility Police Command at which the overtime occurs. Once a Police Sergeant has been ordered to work pursuant to Section XIII, he/she shall be ineligible to be ordered to work under Section XIII for a period of six months.
- E. For the purposes of this procedure, a Police Sergeants Facility Police Command assignment shall be that which is listed in Attachment "A", annexed hereto. All Detective Sergeants shall be deemed to have the same Facility Police Command for the purpose of overtime equalization only.
- F. For the purpose of this procedure, a Sergeant completing an afternoon tour on a day prior to his RDO, or Vacation shall be considered eligible for an RDOX or VACX on the night tour following that afternoon tour. A Sergeant scheduled to work a night tour on the day following his RDO or vacation shall be considered eligible for an RDOX or VACX on the afternoon tour of the day preceding that night tour.

### III. Voluntary Overtime By Pass Remedy

If a qualified Police Sergeant who has in accordance with this Procedure expressed advanced interest in working a voluntary overtime assignment is bypassed in violation of this procedure due to a misapplication of this Procedure, then the Port Authority in its sole discretion will either remunerate the Police Sergeant (make whole) or afford the Police Sergeant the opportunity to work an overtime assignment mutually acceptable to his Commanding Officer and himself, for the equivalent amount of hours at the equivalent rate of pay. The work opportunity shall not be a normal roll call position but shall be a staff



work assignment. Whenever practicable this equivalent overtime work assignment shall be completed during the pay period in which the error is confirmed by the Public Safety Department. This paragraph sets forth the only remedy(s) for an overtime by-pass violation.

- IV. This overtime procedure shall be effective on the date of the execution of this Memorandum of Agreement.

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**APPENDIX "I" ATTACHMENT "A"**

**JFK -LGA CONSOLIDATED POLICE ZONE**

**JFK**

RIENZIE  
RERARDON  
HUBERT  
NASTRO  
RYAN  
ROSTRUP  
BORELLI  
DELGADO, W.

BUTLER  
McCAULEY  
SMITH.C.  
FARRELL  
KENNEDY  
SCARANO  
GROSSI  
AYLMER

McCLAVE  
KEANE  
FRANCIS  
SAVARERSE  
WEST  
HOEY  
PREYER  
MORAN

**LGA**

KOEGL  
FLORKOWSKI  
MIRRER  
GOLDBERG  
TINDALL  
GIARAMITA  
DELGADO, J.  
TYNER  
BERGMANN

The following positions will be considered in the JFK-LGA Consolidated Police Zone for overtime purposes only:

PHQ NY K-9 (Schmidt) Police Academy Fire Training Center/Instructor-FTU(Florie,Kohlmann, Johnson)  
PHQ Court Liaison JFK (Latimer)

**NIA/SIB-TEL/PN-PE CONSOLIDATED POLICE ZONE**

**NIA**

SULEWSKI  
DANCHUK  
GORMAN  
MANIA  
MARTEN  
DUBELBEISS  
GARLAND  
CALIA

**SIB**

LORENZ  
MATTIACE  
GREENSTEIN  
FARFALLA  
BURNS  
CAPOZZI  
DURHAM

**PN**

MARESCA  
MANGIERI  
MESS  
SCHIELS

The following positions will be considered in the NIA/SIB-TEL/PN-PE Consolidated Police Zone for overtime purposes only:

PHQ NJ K-9 (Herring) PHQ Court Liaison Nwk (Koumoutsos)

**PATH/WTC/HT-BP CONSOLIDATED POLICE ZONE**

**PATH**

DUANE  
MURPHY  
GARCIA  
LAWZ  
MUNNELLY  
OBERHOFFER

FONG  
GUTCH  
SIMS  
KOWANA  
PICONE  
PETRUZZIELLO

**WTC**

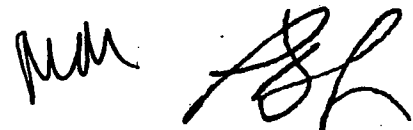
HARDY  
HARRIS  
CHIN

**HT-BP**

POTEPA  
WEBER

The following positions will be considered in the PATH/WTC/HT-BP Consolidated Police Zone for overtime purposes only:

PHQ Court Liaison PATH (Holland) Police Academy ESU (McQuade)



PABT/LT/GWB CONSOLIDATED POLICE ZONE

<u>PABT</u>		<u>LT</u>	<u>GWB</u>
CUMMINGS	HENNESSEY	FLEMING	KEITH
FEELEY	HERNANDEZ	SCHILLIZZI	KING
COTTRELL	RHEM	BATISTA	
FINNIE	BROWN		
GAYSON	JONES		
HORAN	FERRIGNO		
COLEMAN	GLAZER		
GRIFFITH	LIPARI		

The following positions will be considered in the PABT/LT/GWB Consolidated Police Zone for overtime purposes only:

PHQ Special Services (Toohey) Police Academy FTU (Edwards)

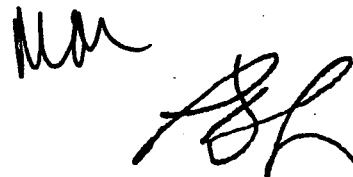
<u>CIB</u>		<u>IAB</u>	<u>POLICE ACADEMY</u>
COOPER	MATHIESON	GREFF	FLORIE
SMITH, W.	PALERMO	MORRIS	KOHLMANN
LEATHER	BOMENGO		JOHNSON
ZACHOWSKI	McKEEVER		EDWARDS
DILENA	LICORISH		McQUADE
HEIM	ROSS		
PERDOMO	MARIANO		
HEIDESBERGER			

<u>POLICE HQ (PHQ)</u>		<u>CPD</u>	<u>SOD/ESU</u>
PROSPERO	LATIMER	LEARY	STONE
WICKERS	KOUMOUTSOS	GONZALEZ	RUIZ
O'NEILL	TOOHEY	DeSIO	
HOLLAND	HERRING	O'DONNELL	
CASO	SCHMIDT	JOHNSON, V.	

The following positions will be considered part of the CPD for overtime purposes only:

PHQ Equipment Sgt. (Prospero) PHQ ACU (Wickers) PHQ ACU (Caso)

THIS EQUALIZATION LIST SHALL BE REVISED WITHIN THIRTY DAYS OF ANY TRANSFERS AND/OR REASSIGNMENTS. THE ASSOCIATION WILL BE PROVIDED WITH A COPY OF ALL REVISED EQUALIZATION LISTS PRIOR TO PUBLICATION.

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APPENDIX J

PROCEDURE FOR PROMOTION OF POLICE SERGEANTS (JOB SPEC. 2605) TO  
THE RANK OF POLICE LIEUTENANT (JOB SPEC. 2615)

I. Promotion Evaluation Announcements

A. Announcements will be posted at least thirty (30) days prior to the implementation of the first element of the evaluation.

B. Copies of promotion announcements shall be posted conspicuously on the bulletin board(s) maintained for such purpose at each Facility Police Command. A copy of the promotion announcement will be delivered to the President of the Port Authority Police Sergeants Benevolent Association (SBA) at least one (1) week before it is posted.

If the Port Authority determines that there will be a written test as an element of the evaluation, it will be administered on a Saturday, outside of prime vacation period and the suggested reading list for such written test shall be attached directly to the promotion announcement. All questions shall come exclusively from this material. A copy of all materials on the suggested reading list shall be given, at no cost, to each candidate immediately upon request by a candidate to his/her Facility Police Commanding Officer.

C. In addition to the above, the promotion announcement shall contain:

1. Responsibilities of the rank of Police Lieutenant as set forth in the Job Specification No. 2615 in effect as of the date of the mailing of the promotion

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announcement.

2. The current salary range for Police Lieutenant, indicating specified steps and increments.
3. Experience and attendance requirements to participate in the evaluation.
4. Elements of evaluation to be utilized and that each element will be conducted on a pass-fail basis.
5. If there is to be a written test as an element of the evaluation, the date of the written test and of the make-up written test and the location of each.
6. If there is to be an appeal from a written test, then a statement including:
  - a. Time limits for appeals.
  - b. Only written test participants who do not receive a passing grade on the written test will be permitted to submit an appeal and will have the right to be shown and obtain a copy of questions answered incorrectly on the written test and the correct answers.
  - c. The group who will entertain the appeals.

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d. The form or forms upon which any appeal would be processed, where they can be obtained and where they are to be submitted.

7. If there is to be a written test as an element of the evaluation, then a statement that a make-up written test then will be scheduled at least two weeks after the original test date and will be permitted for the following reasons only:

a. Absence due to military service.

b. Absence due to illness or injury - certification by a physician that candidate was ill or injured including injury incurred in the line of duty (IOD), and unable to take the test and the nature of the illness or injury.

c. Absence due to death in immediate family as defined in the Memorandum of Agreement between the Port Authority and the SBA in effect as of the date of the posting of the promotion announcement.

d. Absence due to official work assignment which prevents the candidate from taking the written test.

## II. The Elements of Evaluation

A. The Port Authority shall determine the element(s) of evaluation in each promotion evaluation and each element shall be conducted on a pass-fail basis.

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B. If the Port Authority includes a written test as an element of the promotion evaluation, it will be the first part of the evaluation.

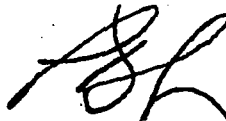
C. If the Port Authority determines that there will be an oral test as an element of the evaluation, it will establish oral boards and will assign candidates to the boards on a random basis. Candidates may request one reassignment.

D. The Port Authority is solely responsible for test development and administration including but not limited to such matters as the selection of the suggested reading list for any written test, the formulation of questions and determining the number of questions and the composition of the oral boards. The passing grade for any element will be established by the Port Authority.

### III. The Eligible List

A. Candidates who successfully complete each element of the promotion evaluation shall be placed on a list of those eligible to be considered for promotion to the position of Police Lieutenant. The selection of individuals for promotion to Police Lieutenant shall be made by the Superintendent of Police from among the individuals whose names are on said eligible list. The time period for which a particular eligible list shall be used shall be determined by the Port Authority.

B. 1. Any candidate who would otherwise be eligible to be considered for promotion but



who has been given a major disciplinary penalty pursuant to the Memorandum of Agreement shall not be eligible to be considered for promotion until six months shall have elapsed after the completion of such penalty.

2. Any candidate who would otherwise be eligible to be considered for promotion but who has been suspended with or without pay pending the preparation and/or processing of disciplinary charges seeking a major disciplinary penalty against him pursuant to the Memorandum of Agreement shall not be eligible to be considered for promotion until the period of suspension has ended.

#### IV. Appeals

##### A. Appeal Board

1. In the event the Port Authority elects as part of any promotion evaluation conducted pursuant to this procedure to provide for an appeal process for any aspect of the evaluation, then there will be an Appeal Board which shall consist of three members to be appointed by the Director of the Human Resources Department.

2. The Appeal Board will act as the sole and final administrative appeal forum with respect to those matters within its jurisdiction. All decisions by a majority of the Appeal Board will be final and binding on the Port Authority, the SBA, and all other parties to the appeal.

3. The Appeal Board shall have the express powers and -limitations specified

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herein, and where not in conflict with such express powers and limitations, it shall have the authority and limitations of an arbitrator under the grievance-arbitration procedure under the Memorandum of Agreement between the Port Authority and the SBA in carrying out its function hereunder. It shall also have the power to consolidate appeals.

B. Appeals

1. In the event an appeal to a written test is permitted, only written test participants who do not receive a passing grade in the written test will be permitted to submit an appeal and such appeal shall be entertained only on the following grounds:

a. Where the candidate is prepared to prove that based on a review of the suggested reading list his/her answer or answers to any question or questions are correct or that there is more than one correct answer to a question.

b. Where the candidate is prepared to prove that a test item or question is misstated or misleading.

c. Where the candidate is prepared to prove that sources other than those appearing on the suggested reading list were used in the preparation of the question.

d. If the Port Authority eliminates a written test question or questions after administration of written test based on the grounds set forth in subparagraphs a, b, or c, above, or because, based on applicable law, the written test would be

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reasonably likely to result in "adverse impact" it will notify the candidates of such action along with their scores, and will state the reason or reasons therefor.

2. In the event a written test appeal is sustained, all written test scores for all candidates will be modified accordingly.

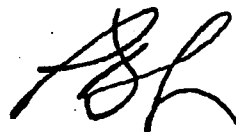
C. Appeals Format

1. If appeals are permitted, then they shall be in writing on the form or forms annexed to the promotion announcement, addressed to the Appeal Board.

2. A candidate shall submit his/her appeal within five (5) days, excluding Saturdays, Sundays and Port Authority holidays as defined in the Annual Holiday schedule prepared by the Human Resources Department Director in the preceding year for non-field employees, from the date of receipt by the candidate of notification of his results in the written test. Failure of a candidate to meet the above appeals time limit will bar the appeal.

3. A candidate who submits an appeal shall have the right to be shown and obtain a copy of questions he answered incorrectly on the written test and the correct answers to those questions.

4. The Appeal Board shall consider one or more appeals and shall be provided by the parties with, and shall review all materials it deems necessary to render a fair and

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impartial decision, subject to the discretion of the Appeal Board.

5. Promotions may be made from the eligible list notwithstanding the fact that all permitted appeals may not have been completed.
- V. The grievance-arbitration procedure set forth in the Memorandum of Agreement between the Port Authority and the SBA shall not be applicable to this promotion evaluation procedure, in whole or in part, or to the implementation thereof, including but not limited to any matter which is permitted to be submitted to the Appeal Board as set forth herein.
- VI. A charge that the Port Authority has violated a procedural matter in this promotion evaluation procedure shall be submitted to the Port Authority Employment Relations Panel for an expedited determination.

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PAUL D. SEGALINI  
DIRECTOR  
LABOR RELATIONS DEPARTMENT  
3 GATEWAY CENTER, GROUND FLOOR  
NEWARK, NJ 07102  
(973) 792-3580  
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March 2, 2005

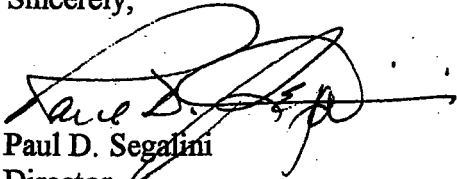
Sergeant Mark O'Neill, President  
Port Authority Police Sergeants  
Benevolent Association  
220 Bruce Reynolds Blvd.  
Fort Lee, NJ 07024

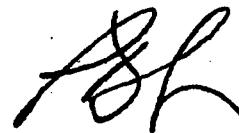
Dear Sergeant O'Neill:

In connection with the procedure for promotion of Police Sergeants to the rank of Police Lieutenant (the "promotion procedure") set forth in Appendix J of the Memorandum of Agreement between the Port Authority and the Port Authority Police Sergeants Benevolent Association (SBA), the parties agree that should it be determined by the Port Authority Employment Relations Panel or by any court of law that any provision in Appendix J violates any right of any other person or persons or any other employee organization or organizations, or causes the Port Authority to do so or to fail in performing any duty imposed upon it by or pursuant to the Port Authority Labor Relations Instruction, such determination shall not impair the validity and enforceability of the remaining provisions of Appendix J. In such event, the Port Authority and the SBA shall immediately enter into negotiations with respect to a successor provision/s for any such provisions which are determined to be so violative and constitute mandatory subjects of negotiation under the Port Authority Labor Relations Instruction.

Please indicate your concurrence in the above on behalf of the SBA by signing in the space provided below and returning a signed original of this agreement to me.

Sincerely,

  
Paul D. Segalini  
Director  
Labor Relations Department



CONCUR: Mark O'Neill  
Sergeant Mark O'Neill, President  
Port Authority Police Sergeants Benevolent Association

DATE: 3/2/05



## APPENDIX "K"

### VACATION GROUPS – SERGEANTS AND DETECTIVE SERGEANTS


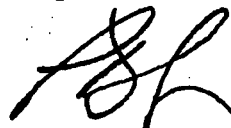
A vacation group will consist of no more than 8 individuals.

Prior to establishing Vacation grouping as provided for in this procedure, the distribution of vacation letters among Sergeants assigned to a Facility Police Command shall be adjusted in accordance with the "20% rule." This rule provides that all Sergeants are to be assigned to vacation periods using their currently assigned letter. Should conflicts occur in the schedule where more than 20% of the Facility Police Command Sergeants strength is on vacation during the same period, Sergeants so effected will be permitted to voluntarily move in the chart to provide balance. If the schedule is still unbalanced after the voluntary moves, the Junior Sergeant(s) will be moved to under utilized periods to balance the chart. The new letters assigned as a result of this procedure will be retained by the Sergeant for the duration of their assignment at the respective Facility Police Commands.

The one exception to the permanent reassignment of letters involves those Sergeants who are in a letter group which is doubled up with another group for prime time vacations. If more than 20% of the Sergeants are on vacation in a particular time period, a reassignment of letters as per above is permissible, but the reassignment is for the calendar year only. During the course of any year, newly assigned Sergeants will retain their letter in the year of assignment. However, if the assignment places more than 20% of the Facility Police Command Sergeants in one letter group, the same 20% rule should be followed in the subsequent year. Sergeants seniority as opposed to Facility Police Command seniority will count in determining who is Junior Sergeant. If an imbalance exists in the schedule with less than 20% of Sergeants on vacation in all periods, voluntary requests can be accommodated to balance the chart.

Vacation periods for individuals within a group will be determined by vacation letter in accordance with the Memorandum of Agreement, provided, however, that if more than one individual in a vacation group is scheduled to take vacation in the same time period, and this duplication cannot be eliminated by the assignment of a different Sergeant to the particular group, the Junior Sergeant(s) from among those with the conflicting periods will be required to select a different vacation period for that year. The period selected must be such so as not to conflict with any other periods in place for that group that year. The assignment of Sergeants to a vacation group shall be done by the Commanding Officer in accordance with the above.

Once vacation assignments have been established for the year, they may not be changed as a result of an individual transferring in or out of a vacation group. A newly assigned Sergeant, may keep his assigned vacation for that given year or may take the vacation slot available in the group to which he is assigned subject to the provisions of this Appendix "K."



## VACATION RELIEF DETECTIVE SERGEANTS

Detective Sergeants assigned to Vacation Relief Positions as identified in Appendix "M", Attachment "B" of the Memorandum of Agreement, will be responsible for covering the vacation coverage of individuals within a vacation group. A vacation group will consist of no more than seven (7) individuals to be relieved plus the Vacation Relief Detective Sergeant.

Vacation Relief Detective Sergeant Position #1 (V.R. 1) covers the vacations of Detective Sergeants assigned to the following positions and/or assignments as identified in Appendix "M", Attachment "B" of the Memorandum of Agreement:

JFK	-	(3) Three Detective Sergeants positions
CCPU	-	(1) One Detective Sergeant position
LGA	-	(1) One Detective Sergeant position
11x7	-	(1) One Detective Sergeant position

Vacation Relief Detective Sergeant Position #2 (V.R. 2) covers the vacations of Detective Sergeants assigned to the following positions and/or assignments as identified in Appendix "M", Attachment "B" of the Memorandum of Agreement:

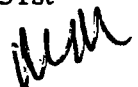
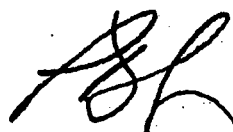
NIA	-	(3) Three Detective Sergeants positions
BT	-	(3) Three Detective Sergeants positions
HQ	-	(1) One Detective Sergeant position

Vacation periods for individuals within a group will be determined by vacation letter in accordance with the Memorandum of Agreement. However, if more than one individual in a vacation group is scheduled to take vacation in the same time period the Commanding Officer shall take the following steps to eliminate the duplication:

- a) By seniority, solicit volunteers to change their vacation group for the year.
- b) The junior Detective Sergeant(s) from among those with conflicting periods will be required to select a different vacation period for that year.

Once vacation assignments have been established for the year, they may not be changed as a result of an individual transferring in or out of a position and/or assignment. Any Sergeant newly assigned as a Detective Sergeant shall keep his vacation group for the balance of the year.

The work charts of Detective Sergeants assigned to Vacation Relief Detective Sergeants positions will be developed and provided to the Association for review by December 31st of the prior year.



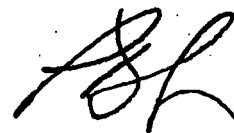
The Association President may only withhold his approval of the Detective Sergeant Vacation Relief chart(s) in the event any of the provisions of Section XII, Paragraphs 1 and 7(a), (b) or Section XV, Paragraph 1(a), (b), or Section XVII of Memorandum of Agreement are violated. Should a Detective Sergeant Vacation Relief Chart not be approved by the Association's President, he shall provide the Port Authority with the specific reasons for withholding approval. If the Port Authority believes that the work chart and/or the Detective Sergeant Vacation Relief Chart does not violate any of the provisions of the Memorandum of Agreement it shall not implement the work chart and/or the Detective Sergeant Vacation Relief Chart which is in dispute. Pending the resolution of the dispute, the Vacation Relief Detective Sergeant shall be assigned to a work chart in accordance with the Memorandum of Agreement.

The Port Authority may submit the dispute to expedited arbitration pursuant to Appendix "G" of the Memorandum of Agreement to determine if the work chart and/or Detective Sergeant Vacation Relief Chart violates the above requirements. The burden of having such work chart and/or Detective Sergeant Vacation Relief Chart approved through arbitration shall be on the Port Authority.

Once a Detective Sergeant Vacation Relief Chart is approved, it shall become the Detective Sergeant's work chart. Any and all revisions to an approved Detective Sergeant Vacation Relief work chart must be approved by the Association's President prior to its implementation. The Association's President may only withhold approval of the revised Detective Sergeant Vacation Relief Chart(s) if any of the previously mentioned Sections of the Memorandum of Agreement are violated. The Association President shall provide the Port Authority with specific reasons for withholding approval. If the Association's President does not approve of the revisions to the Detective Sergeant Vacation Relief Chart it shall not be implemented. Pending the resolution of the dispute the Vacation Relief Detective Sergeant shall remain in his current work chart.

The Port Authority may submit the dispute to expedited arbitration pursuant to Appendix "G" of the Memorandum of Agreement to determine if the revised Detective Sergeant Vacation Relief work chart violates the above requirements. The burden of having the revised Detective Sergeant Vacation Relief Chart approved through arbitration shall be on the Port Authority.

The Detective Sergeants assigned to these Vacation Relief positions may when not covering vacations within their vacation group or are excess cover any deficiencies on their scheduled tour of duty for any position and/or assignment within their vacation group.



## APPENDIX L

### REPEATED AND EXCESSIVE ABSENCE DISCIPLINE

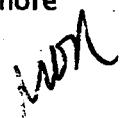
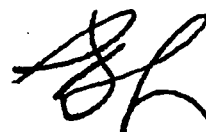
Effective with the execution of the Memorandum of Agreement the following shall be applicable to disciplining a Sergeant for Repeated and Excessive Absence:

A. This Appendix provides a progressive discipline system for Repeated and Excessive Absence. In accordance with Paragraph B. 1. below, no Sergeant shall be subject to entering the progressive disciplinary process under this Appendix until and unless he has at least two occasions of absence and at least eighteen regularly scheduled workdays absent in a consecutive period up to nine months. In addition to the automatic exemption of certain injuries incurred in the line of duty as set forth below, the Superintendent of Police can consider the totality of the circumstances involving any absence from duty and in his sole discretion may exclude such absence(s) from the disciplinary process. The Superintendent's decision as to whether an absence is or is not to be excluded shall be without precedential value. Absences on account of pregnancy or on account of maternity leave shall not constitute absences for purposes of establishing "repeated and excessive absence" for disciplinary action.

A Sergeant who enters the progressive disciplinary process is subject to successive stages of discipline which provide for successively greater maximum penalties. A Sergeant who enters the progressive disciplinary process is also able to retreat out of it. If a Sergeant is at a particular stage in this disciplinary process and the next subsequent charge in the process is either not brought against him or, if brought, is not sustained, then a Sergeant shall retreat to the immediately preceding stage in the process. In this way, a Sergeant who had entered the process may, retreat through the stages and return to the status of a Sergeant against whom no charge of Repeated and Excessive Absence has been sustained. Such a Sergeant shall be subject to reentering the progressive disciplinary process only as provided in Paragraph B.1. below.

B 1. A Sergeant who has two or more occasions of absence and a total of eighteen or more regularly scheduled workdays absent in any consecutive period up to nine months shall be subject to being charged with Repeated and Excessive- Absence Stage I.

However, if a Sergeant's absence record for the period which includes the period which would otherwise be covered by that Stage I charge and the nine month period immediately preceding the first day of absence in that period is four or more



occasions of absence and a total of twenty-five or more regularly scheduled work days absent, he shall be subject to being charged instead with Repeated and Excessive Absence - Stage II.

A Sergeant who has a Stage I charge or, as provided above, a Stage II charge against him sustained shall have thereby entered or reentered, as the case may be, the progressive disciplinary process for Repeated and Excessive Absence.

2. If a Sergeant against whom a Stage I charge has been sustained has two or more occasions of absence and a total of twelve or more regularly scheduled work days absent in the nine month period, or any part thereof, immediately following the period covered by a sustained Stage I charge, a Sergeant shall be subject to being charged with Repeated and Excessive Absence -Stage II.

If no Stage II charge is brought against a Sergeant with respect to absences within the nine month period, or any part thereof, immediately following the period covered by the sustained Stage I charge, or if no Stage II charge with respect to absences within the nine month period immediately following the period covered by a sustained Stage I charge is sustained, then a Sergeant shall retreat to the status of a Sergeant against whom no charge of Repeated and Excessive Absence has been sustained.

3. If a Sergeant against whom a Stage II charge has been sustained has two or more occasions of absence and a total of twelve or more regularly scheduled work days absent in the nine month period, or any part thereof, immediately following the period covered by a sustained Stage II charge, he shall be subject to being charged with Repeated and Excessive Absence - Stage III.

If no Stage III charge is brought against Sergeant with respect to absences which occurred within the nine month period, or any part thereof, immediately following the period covered by a sustained Stage II charge, or if no Stage III charge with respect to absences which occurred within the nine month period immediately following the period covered by a sustained Stage II charge is sustained, then for purposes of discipline for Repeated and Excessive Absence with respect to absences in the next subsequent nine month period, or any part thereof, a Sergeant shall retreat to the status of a Sergeant against whom a Stage I charge has been sustained.

4. If a Sergeant against whom a Stage III charge has been sustained has two or more occasions of absence and a total of twelve or more regularly scheduled work days absent in the nine month period, or any part thereof, immediately following the period covered by a sustained Stage III charge, he shall be subject to being charged with Repeated and Excessive Absence - Stage IV.

If no Stage IV charge is brought against a Sergeant with respect to absences within the nine month period, or any part thereof, immediately following the period covered by a sustained Stage III charge, or if no Stage IV charge with respect to

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Excessive Absences with respect to absences in the next subsequent nine month period, or any part thereof, a Sergeant shall retreat to the status of a Sergeant against whom a Stage II charge has been sustained.

5. If a Sergeant against whom a Stage IV charge has been sustained is assessed a penalty from among temporary reduction in pay, compulsory leave of absence without pay, reduction in seniority or forfeiture of vacation rather than dismissal from employment, then if a Sergeant has two or more occasions of absence and a total of twelve or more regularly scheduled work days absent in the nine month period, or any part thereof, immediately following the period covered by a sustained Stage IV charge, he shall be subject to being charged with Repeated and Excessive Absence - Stage IV.

If no Stage IV charge is brought against a Sergeant with respect to absences which occurred within the nine month period, or any part thereof, immediately following the period covered by a sustained Stage IV charge, or if no Stage IV charge with respect to absences which occurred within the nine month period immediately following the period covered by a sustained Stage IV charge is sustained, then for purposes of discipline for Repeated and Excessive Absence with respect to the next subsequent nine month period, or any part thereof, a Sergeant shall retreat to the status of a Sergeant against whom a Stage III charge has been sustained.

#### C. APPLICABLE DISCIPLINARY HEARINGS AND PENALTIES

Hearings of a disciplinary charge of Repeated and Excessive Absence — Stage I, Stage II or Stage III shall be in accordance with Appendix "G" and Section XXVII of the Memorandum of Agreement.

The range of penalties for these Stages shall be:

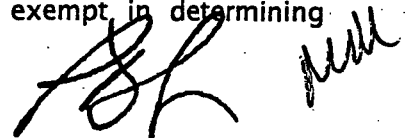
Stage I – up to a maximum penalty of one day compulsory leave without pay

Stage II – up to a maximum penalty of six days compulsory leave without pay

Stage III – up to a maximum penalty of ten days compulsory leave without pay

Hearings of and penalties for disciplinary charge of Repeated and Excessive - Absence - Stage IV shall be in accordance with Appendix "G" and Section XXVII of the Memorandum of Agreement.

In addition to the automatic exemption of certain injuries incurred in the line of duty as set forth below, the Arbitrator may consider the totality of the circumstances surrounding the absences not automatically exempt in determining

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whether discipline is warranted and the penalty is appropriate.

**D. ABSENCE**

As used herein the term "absence" shall include all sick absences and absences due to injuries incurred in the line of duty, except for the following injuries incurred in the line of duty.

Those injuries incurred in the line of duty which directly result from:

- i. Actions of a Sergeant which arise out of, are directly related to and are in furtherance of the lawful exercise of police functions, or
- ii. Criminal assault on a Sergeant while on duty whether engaged in police action or not, or
- iii. Crash, fire, rescue or other similar public safety operations, and which result in serious personal injury to a Sergeant shall be automatically exempt from absences which may be considered for Repeated and Excessive Absence discipline.

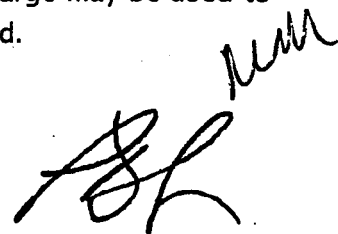
The Superintendent of Police shall make the initial determination as to whether an absence shall be classified as "exempt" in accordance with the aforesaid. The Superintendent's determination as to whether an absence shall be classified as "exempt" may be used as precedent in subsequent proceedings under this Appendix.

The term "absence" shall not include such infractions as tardiness, being off post, A.W.O.L. and the like, and such infractions must be separately charged and specified.

**"OCCASION OF ABSENCE"**

To be counted, as an occasion of absence in a charge of Repeated and Excessive Absence, the occasion of absence must commence in the period covered by the charge, which period, except as provided under Paragraph B.I. above, may be any consecutive period up to, but not more than, nine months in duration.

If an occasion of absence commences but does not end in the period covered by a charge of Repeated and Excessive Absence, then the regularly scheduled work days absent attributable to that occasion of absence which are in the period covered by the charge may be used to calculate the total of days absent in the period covered by the charge and those regularly scheduled work days absent during that occasion of absence which are not in the period covered by the charge may be used to calculate the total of days absent in the immediately following period.

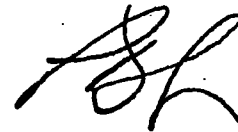
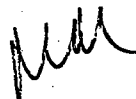


E. The provisions of this document shall be applicable only to events which occur after the date of execution of the Memorandum of Agreement, and no event or absence which occurred prior to the date of execution of the Memorandum of Agreement shall be included in any area of discipline to determine if a Sergeant is guilty of Repeated and Excessive Absence under this Appendix.

F. The Port Authority shall have the right to discipline a Sergeant for Repeated and Excessive Absence irrespective of the standards contained in Paragraph 1 of Section II of Appendix "F," annexed to the Memorandum of Agreement.

G. No Sergeant shall be charged with a violation of Rule 5, Paragraph 5 of "General Rules and Regulations for all Port Authority Employees" with respect to sick absences and absences due to injury incurred in the line of duty which occurs after the execution of this Memorandum of Agreement but any such charge for absences occurring after the execution of this Memorandum of Agreement shall be expressed as a violation of Repeated and Excessive Absence as indicated above.

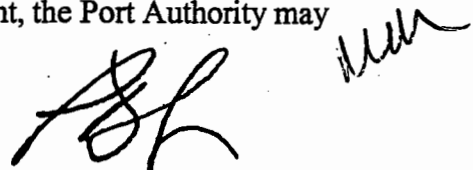
H. The right of the Association to utilize the grievance-arbitration procedure contained in this Memorandum of Agreement shall not be diminished in any way and shall be applicable to all matters included herein.



**APPENDIX "M"**  
**WORK PRESERVATION AGREEMENT**

The Port Authority will make every effort as set forth herein to fill each of the positions agreed upon in Attachment "A", annexed hereto, as long as any of the work of that position continues to be performed by or on behalf of the Port Authority. Whenever a position is vacant due to retirement, resignation, promotion, permanent reassignment, and/or transfer, the procedures included in the Memorandum of Agreement relating to transfers and work chart assignments shall be followed to fill the vacancy. The definition of Police Sergeant in this agreement shall also include Detective Sergeant.

- A. Whenever a Police Sergeant position identified in Attachment "A" is vacant due to retirement, resignation, promotion, permanent reassignment, and/or transfer, the transfer and work chart assignment provisions of the Memorandum of Agreement shall be followed to fill the position, and until such position is filled in accordance with such provisions, it shall be filled in accordance with the procedure set forth in Paragraph E below.
- B. All Police Sergeants positions identified in Attachment "A" which are vacant due to time off provisions of the Memorandum of Agreement, e.g., RDO's, Vacation, C.T., Sick Leave, IOD's and Personal leave, shall be filled in accordance with the procedure set forth in Paragraph E below.
- C. All Police Sergeants positions identified in Attachment "A" which are vacant due to the assignment of the Police Sergeant to a position other than his authorized roll call position, e.g., vacant due to training, sick checks, investigations, VIP, Staff Duties, or any other assignments (including Detective Sergeant replacement and Lieutenant replacement) shall be filled in accordance with the procedure set forth in paragraph E below.
- D. The positions listed in Attachment "B", annexed hereto, shall be filled as long as any work of the position continues to be performed by or on behalf of the Port Authority. However, if the position is vacant due to e.g. RDO, Vacation, C.T., Sick Leave, IOD, Personal Leave, training, court or medical, the position need not be filled as long as persons not in the negotiating unit do not perform unit work of the Association currently and heretofore performed by that position. Whenever the position is vacant, the Port Authority may

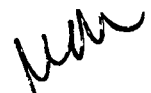
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choose not to have the work of that position performed or may choose to assign work of that position to another Police Sergeant. In such cases the Port Authority is not required to fill the vacancy.

E. The procedure to fill a vacancy on a regularly scheduled tour of duty as required under this Appendix "M" shall consist of the following steps to be taken in order:

1. Assignment thereto of an excess qualified Police Sergeant permanently assigned to a Facility Police Command within a contractually designated Consolidated Police Zone where the vacancy occurs when working on the same tour of duty as the vacancy. The Port Authority will assign the senior qualified Police Sergeant who volunteers for such assignment. If there is no such volunteer the Port Authority will assign the junior qualified Police Sergeant. Such excess Police Sergeant shall first report to his permanently assigned Facility Police Command. The excess Police Sergeant shall be provided with a Port Authority police vehicle when responding to fill the vacancy. No Police Sergeant shall be ordered and/or instructed and/or requested to use his personal vehicle for transportation from his permanently assigned Facility Police Command to another Facility Police Command. A Police Sergeant filling a vacancy pursuant to this paragraph shall return to his permanently assigned Facility Police Command at the end of his regularly scheduled tour of duty to sign off duty. For the purposes of this Paragraph E. 1. a Police Sergeant is "excess" if the Police Sergeant has not been assigned to a normal roll call position at the Police Sergeant's Facility Police Command on that tour of duty and all normal roll call positions at such Command have been filled. In implementation of this procedure the Port Authority may not create an excess Police Sergeant by failing to fill a normal roll call position in order to use the Police Sergeant who would have filled that position to cover a deficiency at another Facility Police Command.

2. Assignment thereto of a Police Sergeant pursuant to Appendix I of the Memorandum of Agreement.



F. When the procedure set forth in Paragraph E above is followed and no Police Sergeants are available to fill a vacant Police Sergeant position, the unit work performed by that position may then be performed by a higher rank only until a Police Sergeant is available to fill the vacancy by implementation of that procedure.

G. Whenever any vacancy in a Police Sergeant position occurs, which is required to be filled under this Appendix "M", and the procedure set forth in Paragraph E above is not followed, the first Police Sergeant who would have filled the vacancy pursuant to Paragraph E.2. if such procedure had been followed shall receive the payment of four (4) hours pay at his straight time rate for each such vacancy.

Such payment shall be required under this Paragraph G unless the Police Sergeant whose absence has created the vacancy has failed to give his permanently assigned Facility Police Command notice of his absence at least two (2) hours prior to the starting time of his regularly scheduled tour of duty.

*him*

*AK*

**APPENDIX "M"**  
**Attachment "A"**

HQ

6X2 Court Liaison Sgt. 1 of 3 (M-F)  
6X2 ACU Sgt. 1 of 2 (M-F)  
6X2 Special Operations Sergeant - ESU  
2X10 Special Operations Sergeant - ESU  
10X6 Special Operations Sergeant - ESU

*AR*  
*man*  
*AR*

PATH

10X6 2 Patrol Sgts.

6X2 2 Patrol Sgts.

2X10 2 Patrol Sgts.

WIC

6X2 Patrol Sgt.

2X10 Patrol Sgt.

BT

10X6 Desk Sgt.  
Patrol Sgt.

6X2 Desk Sgt.  
Patrol Sgt.  
Relief Sgt.  
YSU or Administrative Sgt. (M-F)

2X10 Desk Sgt.  
Patrol Sgt.  
Relief Sgt.

*man*  
*AR*

APPENDIX " M"  
Attachment " A"

LGA

- 10X6 Crew Chief
- 6X2 Crew Chief  
Patrol Sgt.
- 2X10 Crew Chief  
Patrol Sgt.

JFK

- 10X6 2 Crew Chiefs.  
1 Patrol Sgt.
- 6X2 2 Crew Chiefs.  
2 Patrol Sgts.
- 2X 10 2 Crew Chiefs.  
2 Patrol Sgts.

NIA

- 10X6 Crew Chief  
Patrol Sgt.  
Patrol Sgt.\*
- 6X2 Crew Chief  
Patrol Sgt.  
Patrol Sgt.\*
- 2X10 Crew Chief  
2 Patrol Sgts  
Patrol Sgt.\*

CPD

- 10X6 CPD Sgt
- 6X2 CPD Sgt
- 2X10 CPD Sgt.



\* Effective 12/1/05 one (1) Police Sergeant from NLIA shall be assigned to Teterboro Airport.



**APPENDIX M"**  
**Attachment " B"**

GWB	Patrol Sergeant	7x3/3x11	M-F
LT	" "	" "	" "
HT	" "	" "	" "
SIB	" "	" "	" "
LT	Administrative Sgt	7x3	M-F
JFK	" "	" "	" "
BT	YSU	" "	" "
	Administrative Sgt	" "	" "
HQ	Equip. Sergeant	7x3	M-F
	Spec. Services	" "	" "
	ACU 2	" "	" "
	Court Liaison 2	" "	" "
	Court Liaison 3	" "	" "
	2 SOD (K9) Sgt	7x3/3x11	" "
	3 Investigations	7x3/3x11	" "
LGA	Construction Sgt.	7x3	M-F
	Patrol Sgt.	11x7	7 days
JFK	3rd Patrol Sgt.	3x11	7 days
	Hack Squad	7x3/3x11	7 days
NIA	2nd Patrol Sgt,	7x3	7 days
PN	Patrol Sergeant	6x2	7 days
	Patrol Sergeant	2x10	7 days
	Patrol Sergeant	10x6	M-F
Police Academy	1 Range Sgt.	6x2	M-F
	2 Fire School Sgts.	" "	" "
	1 ESU Sergeant	" "	" "
	1 Instructor/Range	7x3/3x11	" "
CPD/SOD	1 Administrative Sgt	7x3	M-F

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**APPENDIX "M"  
Attachment "B"**

11 x 7	1 D/Sgt.	11X7	T-S	Covers N. Y. and N.J.
VR-1	1 D/Sgt			Covers JFK, LGA, CCPU
VR-2	1 D/Sgt			Covers NIA, BT, HQ
LGA	1 D/Sgt.	7x3	M-F	Covered by JFK or CCPU Covers JFK and CCPU
CCPU	1 D/Sgt	7x3	M-F	Covered by JFK or LGA Covers JFK and LGA
JFK	3 D/Sgt.	7x3/3x11	7 days	Covered by LGA or CCPU Covers LGA and CCPU
BT	3 D/Sgt.	7x3/3x11	7 days	Covered by NIA or HQ Covers HQ/NIA/PATH/HRX
NIA	3 D/Sgt.	7x3/3x11	7 days	Covered by BT or HQ Covers HQ/BT/PATH/HRX/
HQ	1 D/Sgt	7x3	M-F	Covered by BT or NIA Covers NIA/BT/PATH/HRX

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**APPENDIX N**  
**ASSIGNMENT OF DETECTIVE SERGEANTS**

The Detective Sergeant positions included in Document M of the Memorandum of Agreement between the Port Authority and the SBA, will be assigned as follows:

**POLICE HEADQUARTERS**

Detective Sergeant                      Day Tour Administrative Chart                      SS RDO's

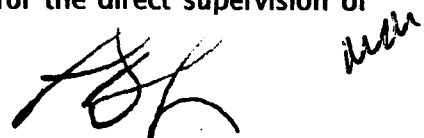
1. Performs and supervises the performance of CIB Command staff responsibilities.
2. Provides direct supervision and/or liaison and coordination of Detectives and Police Officers in plainclothes assigned to Personnel and Property Security Investigations Special Detail; Major Case Special Detail; and special operations such as the Port Authority Inspector General Office and Task Force Operations involving non-Port Authority Law Enforcement Agencies. The above responsibilities include working with Port Authority Police Personnel assigned to other Facility Police Commands and with non-unit Port Authority employees in the Port Authority Inspector General Office and/or employees of Federal, State and Local Law Enforcement Agencies who provide operational direction to Port Authority Detectives and Police Officers in such assignments.
3. Provides Detective Sergeant coverage for the PATH-WTC-HT-LT-PABT-GWB/GWBBS and NLIA/Teterboro- Port Newark-Port Elizabeth-SIB/Teleport during the Day Tour Monday through Friday (Administrative Chart) if one or both of those Detective Sergeant position(s) are not filled for any reason, provided SBA unit work performed by Detective Sergeants when assigned to this position is not performed by non-SBA unit personnel when the Detective sergeant is away from Police Headquarters.
4. Responds to any location in connection with the performance of this position's duties.

**JFKIA-LGA**

Detective Sergeants (3)- Day/Afternoon Tours Seven (7) days a week — 5-2, 5-2, 4-3

**A. JFKIA-LGA**

1. Provides direct supervision of Detectives and Police Officers in plainclothes (includes JFKIA Hack Squad unless the Hack Sergeant position is filled) assigned to JFKIA. Also responsible for the direct supervision of

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Detectives and Police Officers in plainclothes assigned to LGA seven (7) days a week on the Afternoon Tour and also the Day Tour on weekends and holidays.

1. Provides Detective Sergeant coverage for LGA and JFKIA CCPU/CTFU if one or both of those Detective Sergeant positions are not filled for any reason, provided SBA unit work performed by Detective Sergeants when assigned to this position is not performed by non-SBA unit personnel when the Detective Sergeant is away from JFKIA-LGA.
2. Provides direct supervision of Detectives and Police Officers in plainclothes assigned to the Police Headquarters Intelligence and Auto Squad Special Details, which have workstations located at JFKIA, and communicates and coordinates with the Police Headquarters Detective Sergeant concerning such supervision.
3. Communicates and coordinates with Task Force Operation personnel as well as other law enforcement agency personnel assigned to any investigative operations to the extent they impact JFKIA and/or LGA.
4. Coverage for this position shall be maintained two tours a day seven days a week. During the Day Tour Monday through Friday (Administrative Chart) either the JFKIA CCPU/CTFU and/or the LGA Detective Sergeant position(s) can provide such coverage.
5. Responds to any location in connection with the performance of this position's duties.

**B. JFKIA-CCPU/CTFU - Detective Sergeant (1) - Day Tour - Administrative Chart**

1. Provides direct supervision of Detectives and Police Officers in plainclothes assigned to the CCPU/CTFU at JFKIA.
2. Communicates and coordinates with Task Force Operation personnel as well as other law enforcement agency personnel assigned to any investigative operations to the extent they impact JFKIA CCPU/CTFU activities.
3. Provides Detective Sergeant coverage for LGA and/or JFKIA-LGA if one or both those Detective Sergeant positions are not filled for any reason, provided SBA unit work performed by Detective Sergeants when assigned to this position is not performed by non-SBA unit personnel when the Detective Sergeant is away from JFKIA CCPU/CTFU.
4. Responds to any location in connection with the performance of this position's duties.

**C. LGA Detective Sergeant (1) - Day Tour - Administrative Chart**

1. Provides the direct supervision of Detectives and Police Officers in plainclothes assigned to LGA.
2. Communicates and coordinates with Task Force Operation personnel as well as other law enforcement agency personnel assigned to any investigative operations to the extent they impact JFKIA and/or LGA.
3. Provides Detective Sergeant coverage for JFKIA CCPU/CTFU and/or JFKIA-LGA if one or both of these Detective Sergeant positions are not filled for any reason, provided SBA unit work performed by Detective Sergeants when assigned to this position is not performed by non-SBA unit personnel when the Detective Sergeant is away from LGA.
4. Responds to any location in connection with the performance of this position's duties.

**NLIA/Teterboro - Port Newark/Port Elizabeth and SIB/Teleport**

**Detective Sergeants (3) - Day/Afternoon Tours-Seven (7) days a week 5-2,5-2,4-3**

1. Provides direct supervision of Detectives and Police Officers in plainclothes assigned to work at NLIA/Teterboro-Port Newark/Port Elizabeth and SIB/Teleport.
2. Communicates and coordinates with Task Force Operation personnel as well as other law enforcement agency personnel assigned to any investigative operations to the extent they impact NLIA/Teterboro-Port Newark/Port Elizabeth-SIB/Teleport.
3. Provides Detective Sergeant coverage for PABT-GWB/GWBBS-LT-HT-WTC-PATH or Police Headquarters if one or both of those Detective Sergeant positions are not filled for any reason, provided SBA unit work performed by Detective Sergeants when assigned to this position is not performed by non-SBA unit personnel when the Detective Sergeant is away from NLIA/Teterboro-Port Newark/Port Elizabeth/SIB/TELEPORT.
4. Coverage for this position shall be maintained two tours a day seven days a week. During the Day Tour Monday through Friday (Administrative Chart) the Police Headquarters Detective Sergeant position can provide such coverage, and the PABT-GWB/GWBBS-LT-HT-WTC-PATH Detective Sergeant position can provide such coverage during the Day Tour and Afternoon Tour seven days a week.
5. Responds to any location in connection with the performance of this position's duties.

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**PABT-GWB/GWBBS-LT-HT-WTC-PATH**

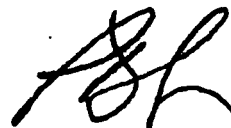
Detective Sergeants (3) – Day/Afternoon Tours–Seven (7) days a week – 5–2,5–2,4–3

1. Provides direct supervision of Detectives and Police Officers in plainclothes assigned to PABT-GWB/GWBBS-LT-HT-WTC-PATH. When either the PABT Youth Services Sergeant position or Administrative Sergeant position is staffed then either position shall supervise the Police Officers in plainclothes assigned to the PABT Youth Services Unit.
2. Communicates and coordinates with Task Force Operation personnel as well as other law enforcement agency personnel assigned to any investigative operations to the extent they impact PABT-GWB/GWBBS-LT-HT-WTC-PATH.
3. Provides Detective Sergeant coverage for NLIA/Teterboro – Port Newark/Port Elizabeth–SIB/Teleport and/or Police Headquarters Detective Sergeant positions if one or both positions are not filled for any reason, provided that SBA unit work performed by the Detective Sergeants when assigned to this position is not performed by non-SBA unit personnel when the Detective Sergeant is away from PABT-GWB/GWBBS-LT-HT-WTC-PATH.
4. Responds to any location in connection with the performance of this position's duties.

**DETECTIVE SERGEANT – NIGHT TOUR**

Detective Sergeant (I) – Administrative Chart Night Tour – S/M RDO's

1. Provides the direct supervision of Detectives and Police Officers in plainclothes working on the night tour at any Facility Police Command.
2. Communicates and coordinates with Task Force Operation personnel as well as any other law enforcement agency personnel assigned to any investigative operations to the extent they impact upon any Port Authority facility.
3. Responds to any location in connection with the performance the position's duties, provided SBA unit work performed by the Detective Sergeant assigned to this position is not performed by non-SBA unit personnel when the Detective Sergeant is away from any Facility Police Command.
4. The Detective Sergeant accepting this position shall be assigned as follows:
  - A. If a NY resident, he shall report to JFKIA, which shall be his Facility Police Command for reporting on duty and signing off duty purposes only.
  - B. If a NJ resident, he shall report to NLIA, which shall be his Facility Police Command for reporting on duty and signing off duty purposes only.



**DETECTIVE SERGEANT – VACATION RELIEF POSITIONS**

**Detective Sergeants (2)**

1. These positions shall be assigned a work schedule based on the vacation picks of Detective Sergeants (Job Spec. 2606) and the Vacation Relief procedures contained in Appendix "K" of the Memorandum of Agreement.
2. The Detective Sergeant Vacation Relief Positions shall be responsible to perform the duties of the particular positions for which they provide vacation coverage.
3. Responds to any location in connection with the performance of the position's duties.
4. These Detective Sergeants may when not covering vacations within their vacation groups or are excess cover any deficiencies on his scheduled tour of duty for any of those positions and/or assignments within his vacation group.

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APPENDIX "O"

DRUG TESTING  
POLICY AND PROCEDURES

PREAMBLE

The mutual intention of the signatories to this policy is to insure that any individual subject to this Agreement who is engaged in the illegal or unauthorized use of drugs (as defined herein) shall be separated from employment with the Port Authority pursuant to the following:

POLICY

In order to investigate and detect the use of illegal drugs and the unauthorized use of: marijuana, opiates, amphetamines, cocaine and phencyclidine or their metabolites by member(s) of the Port Authority Public Safety Department (member(s)), the following procedures will become effective upon the execution of the 1991-2003 Memorandum of Agreement.

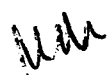
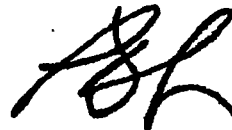
I. CONFIDENTIALITY

The results obtained from any administration of a reasonable suspicion or random drug test shall be strictly confidential. The results obtained from any such drug test shall be limited to internal administrative purposes only and shall not be divulged by the Port Authority to any person not requiring knowledge thereof, nor shall they be used by the Port Authority in connection with any criminal investigation or prosecution, nor shall the Port Authority release the results of any drug test to anyone, including another Law Enforcement Agency for use in connection with any criminal investigation or prosecution, except where such release is compelled by subpoena or court order or otherwise required by law.

II. SCREENING

The administration of screening tests to detect the presence of the following drugs: marijuana, opiates, amphetamines, cocaine and phencyclidine or their metabolites in members of the Department will be performed in the following instances:

1. Upon reasonable suspicion that a member is under the influence or is engaged in the illegal or unauthorized use of the above drugs;
2. On a random basis, without advance notice; and
3. Pursuant to the Rehabilitation Opportunity Agreement For Positive Test Results (Appendix 2) and The Rehabilitation Opportunity Agreement For Self-Identification Situations (Appendix 3).





### III. TESTING BASED UPON REASONABLE SUSPICION

A. A member may be required to undergo drug testing based on "reasonable suspicion" when facts and observations are brought to the attention of a superior officer and, based upon the reliability and weight of such information, the superior officer can reasonably suspect that the member is engaged in the illegal or unauthorized use of the above drugs. Reasonable suspicion must be supported by specific, articulable facts which may include, but are not limited to: reports and observations of the member's drug related activities such as purchase, sale or possession of drugs; associations with known drug dealers or users; observations of the member at known drug or drug related locations; an otherwise unexplained change in a member's behavior or work performance; an observed impairment of the member's ability to perform his or her duties. An accident, by itself, will not automatically require a member to submit to a reasonable suspicion drug test.

B. A superior officer shall report the basis for his reasonable suspicion to the Superintendent of Police or a designee. The Superintendent or a designee shall decide whether to direct the member to drug testing. Prior to so deciding, the Superintendent or a designee may meet with the member. If such a meeting is held, a representative from among those designated by the Association shall have a right to be present, except that the meeting shall not be delayed for more than two (2) hours for the purpose of having a designated Association representative present.

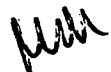
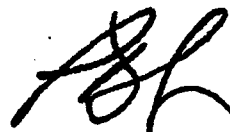
C. If the member is ordered to submit to a drug test, the member shall be given a brief verbal statement of the basis for the reasonable suspicion. A verbal directive to submit to a drug test shall be confirmed in writing, as shall the facts constituting the basis for the reasonable suspicion, but the testing shall not be delayed pending issuance of such written directive and statement of facts.

### IV. RANDOM DRUG TESTING

The Superintendent of Police or a designee shall be responsible for the scheduling and administration of random drug tests.

A. Selection of members to be tested on a random basis shall be made from a database consisting of all members covered by the memorandum of agreement. This procedure will be performed by the Superintendent or a designee and may be witnessed by the Association President or a designee, except that the selection shall not be delayed later than 8:00 a.m. on the day that random selection shall occur for the purpose of having the Association President or a designee present. The Association President or a designee shall be notified no later than 4:00 p.m. on the day prior to the date on which a random selection is to occur. Such notice may be by fax to the Association office.

B. On the day which members are to be randomly tested a random list of names and member numbers will be generated until a sufficient number of members are available to meet the quota established by the Superintendent of Police. Members on the generated list who are scheduled to be on vacation or a regular day off will not be included in the list. Port Authority



management and the Association's representative, if present, will sign the generated list. The random selection of a member will not result in that member's name being removed from any future selection process.

C. Member Notification Form - Members selected for random drug testing pursuant to this Procedure will receive the Member Notification Form (Appendix 1).

A member selected for testing must remain at the collection site until the test has been completed and the completion of a test will occur no later than two hours after the conclusion of the member's tour. Any member selected for testing and reporting absent due to sickness, IOD, or personal leave on the test date, must provide a urine specimen the next time specimen collection takes place at his facility while the member is on duty there. This collection will be random in that the member's name was selected at random for a previous test and the date of the next collection is also random.

For the purpose of determining who is scheduled to work on the day random testing is to be done the following tours shall be the tours to be tested: The day and afternoon tours of the date that the names are randomly selected and the night tour of the day immediately following the date that the names are randomly selected.

#### V. EXEMPTIONS FROM DRUG TESTING

The member must report to the scheduled submission site within the time designated by the Port Authority's management or the member's supervisor unless they are absent due to: an excused absence or personal leave as defined in Appendix H of the parties' Memorandum of Agreement, an assignment or excusal authorized by the Superintendent of Police or a designee, military leave, sickness or injury incurred in the line of duty, compensatory time, vacation, holidays, or an assignment out of the Port District which has been scheduled before the member has been notified to report for drug testing. The parties agree that members who are exempt pursuant to this Article will not be charged with a Refusal to Cooperate as defined in Article VII, Paragraph A, of this Drug Testing Policy and Procedure and not subject to the DISCIPLINARY ARBITRATION PROCEDURES FOR A VIOLATION OF THE DRUG TESTING POLICY AND PROCEDURES as set forth herein as Article XII. Any claim that a member was not properly exempt under this Article must be charged by the Port Authority pursuant to the disciplinary provisions of the Memorandum of Agreement.

#### VI. TESTING PROCEDURES AND RESULTS OF DRUG TESTS

A. The parties will be bound by 49 CFR Part 40, subpart A-General with respect to drugs only, and subpart B - Drug Testing, for all drug testing conducted pursuant to this 1991-2003 Memorandum of Agreement. The parties further agree to the following:

B. Testing Procedures

1. Collection Procedures

- a. The procedures for collection of urine shall be in accordance with 49CFR Part 40, Urine Specimen Collection Procedures Guidelines.
- b. Each member tested shall only be tested for the following drugs or their metabolites: marijuana, cocaine, opiates, amphetamines and phencyclidine.
- c. The following initial cutoff levels shall be used when screening specimens to determine whether they are negative for these five drugs or classes of drugs:

	Initial test cutoff levels (ng/ml)
Marijuana metabolite .....	50
Cocaine metabolites .....	300
Opiate metabolites .....	* 300
Phencyclidine .....	25
Amphetamines .....	1,000

\* -25 ng/ml if immunoassay specific for free morphine.

- d. All specimens identified as positive on the initial test shall be confirmed using gas chromatography/mass spectrometry (GC/MS) at the cutoff levels listed below for each drug.

	Confirmatory test cutoff levels (ng/ml)
Marijuana metabolite \1\ .....	15
Cocaine metabolite \2\ .....	150
Opiates:	
Morphine .....	300
Codeine .....	300
Phencyclidine .....	25
Amphetamines:	
Amphetamine .....	500
Methamphetamine\3\ .....	500

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1\ Delta-9-tetrahydrocannabinol-9-carboxylic acid.

2\ Benzoylecgonine.

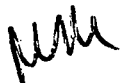
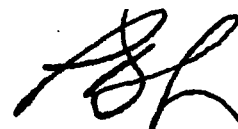
3\ Specimen must also contain amphetamine at a concentration greater than or equal to 200 ng/ml.

- e. These cutoff levels are subject to change by the Department of Health and Human Services ("DHHS") as advances in technology or other considerations warrant identification of these substances at other concentrations. The Port Authority will notify the Association by registered mail, return receipt requested or overnight delivery mail service with written proof of service of any changes in the cutoff levels made by the DHHS. The Association may also notify the Port Authority's Office of Medical Services by registered mail, return receipt requested, or overnight delivery mail service with written proof of services of any changes in the cutoff levels made by the DHHS. Any such changes will become effective upon the date prescribed by the DHHS provided the Port Authority has given the Association notice or vice versa of such changes. No change will become effective unless the Port Authority has given the Association notice of such change or vice versa.
2. Each member being tested on the basis of reasonable suspicion shall be accompanied by a representative of the Association, except that the testing process will not be delayed for more than two (2) hours for the purpose of having an Association representative present. The Association representative may confer with and advise the member before and after the testing process, but shall not participate in the process in any way. The Association will provide the Department with a list of no fewer than five (5) representatives to be available for this purpose. If on duty, said representative shall be excused from duty with full pay and benefits to accompany a member.
3. During the testing process the member shall cooperate with requests for information concerning his use of medications, and with all other requirements of the testing process such as acknowledgment of giving of a urine specimen.
4. The parties agree to the "split sample" method of collection as outlined in 40 CFR §40.25. When directed in writing by the MRO to forward the split specimen to another DHHS-certified laboratory selected by the Port Authority for analysis, the second laboratory shall analyze the split specimen by GC/MS to reconfirm the presence of the drug(s) or drug metabolite (s) found in the primary specimen. Such GC/MS confirmation shall be conducted pursuant to 49 CFR §40.29(b)(3).

5. The Port Authority shall pay all costs and fees with respect to the testing procedures set forth in Article VI.
6. All future amendments, additions, deletions and revisions concerning drug testing that are approved and issued by the Department of Transportation ("DOT") or DHHS will be adopted by the parties. The Port Authority will notify the Association by registered mail, return receipt requested, or overnight delivery mail service with written proof of service of any amendments or modifications to 49 CFR Part 40. The Association may also notify the Port Authority's Office of Medical Services by registered mail, return receipt requested, or overnight delivery mail service with written proof of service of any amendments or modifications to 49 CFR Part 40. The parties further agree that any such amendments or modifications to 49 CFR Part 40 will become effective upon the date prescribed by the DOT/DHHS provided the Port Authority has given the Association notice or vice versa of such amendments or modification. No amendment or modification will become effective unless the Port Authority has given the Association notice of such change or vice versa.

C. Results of Drug Tests

1. The MRO, as defined in 49 CFR Part 40, will receive all test results.
2. The MRO will notify each member who tests negative of such result by registered mail, return receipt requested and regular mail within five business days of the date the MRO receives the results from the laboratory, to the address indicated in Port Authority records. All test results will be retained by the MRO in a locked separate file in the Office of Medical Services.
3. Whenever a drug test is canceled for any reason pursuant to this Drug Testing Policy and Procedures or 49 CFR Part 40, any prior positive readings will be nullified and any suspension imposed will be rescinded with the tested individual receiving full pay for the period of the suspension.
4. Upon receipt of a positive test result, the MRO will notify the Superintendent or a designee who will immediately schedule the member who tested positive to report to the MRO in the Office of Medical Services, on that member's next scheduled workday that the Office of Medical Services is open for a complete review of the test results.
5. The member must meet privately with the MRO to discuss any legitimate explanation for the positive test result including the use of prescription and over-the-counter medications. The MRO will give the member a copy of the positive test result report at that time. The member must fully cooperate with the MRO during this interview. If the MRO determines that there is a




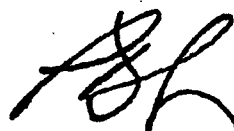
legitimate medical explanation for the confirmed positive test result, the MRO will report the test result to the Superintendent or a designee representative as verified negative. If the MRO determines that there is no legitimate explanation for the confirmed positive test result, the result will be verified positive by the MRO and communicated to the member during the meeting. If the MRO verifies the positive test result, the MRO will notify the tested member by registered mail, return receipt requested and regular mail within five business days. The MRO will notify the member at the meeting that he/she may request a test of the "split specimen" and will explain the procedures for requesting a split specimen test and how this test is conducted. The MRO also will notify the Superintendent or a designee of the result who will then notify the tested member's supervisor. Such member will be subject to the discipline in accordance with Article XII herein.

6. If a member provides a written request to the MRO within 72 hours of being notified by the MRO of a verified positive test result for an analysis of the split specimen, the MRO will request that the split specimen be analyzed pursuant to 49 CFR Part 40. If the analysis of the split specimen fails to reconfirm the presence of the drug(s) found in the primary specimen, then the MRO will report the test as verified negative to the Superintendent or a designee and the tested individual by registered mail, return receipt requested, and regular mail within five business days. If the split specimen is unavailable, inadequate for testing or untestable, the MRO shall cancel the test and report the cancellation and the reasons for it to the Superintendent or a designee and the tested individual by registered mail, return receipt requested, and regular mail within five business days. However, if the split specimen reconfirms the presence of the drug(s) or drug metabolite(s), the MRO will notify the Superintendent or a designee and the tested member of the test results by registered mail, return receipt requested, and regular mail within five business days.

## **VII. REFUSALS TO COOPERATE AND POSITIVE TEST RESULTS**

### **A. Refusal To Cooperate**

With the exception of members exempted from this Drug Testing Policy and Procedures as defined in Article V, Exemptions From Drug Testing, the refusal by a member to cooperate with any requirement of this procedure including, but not limited to, refusal to complete the Member Notification Form (Appendix 1) and the Drug Testing Custody and Control Form and the Split Specimen Request Form (Appendix 10), failure to provide urine or an adequate amount of urine if a licensed physician who is acceptable to the Port Authority determines in his or her reasonable medical judgment that a medical condition did not or with a high degree of probability, could not have precluded the employee from providing an adequate amount of urine, engaging in conduct that clearly obstructs the testing process, including but not limited to, the adulteration or substitution of a urine specimen or attempts to substitute or adulterate a specimen; failure to report



as directed by management or the member's supervisor directly to the collection site, or to delay the collection, testing or verification process, refusal to comply with other provisions of this procedure, refusal to accept a restricted assignment while the member is participating in a counseling, treatment or rehabilitation program, or refusal to comply with terms of the Rehabilitation Opportunity Agreement For Positive Test Results (Appendix 2), or the Rehabilitation Opportunity Agreement For Self-Identification Situations (Appendix 3), shall constitute a refusal to cooperate. If a member cannot provide urine or an adequate amount of urine, and that inability was not due to a medical condition in the opinion of the licensed physician referenced herein, the member will be granted the opportunity to sign the Failure to Cooperate: Failure to Provide Specimen Waiver Agreement (Appendix 9). If the member signs this form, he or she will not be charged with refusal to cooperate and must abide by the terms of the Waiver Agreement contained therein. The only penalty for member's refusal to cooperate is termination, if the charge is sustained in a disciplinary action set forth in Article XII herein.

**B. Positive Test Results**

Any member who is required to submit to a reasonable suspicion drug test pursuant to this policy, will be administratively suspended from duty until the Port Authority receives the verified test results and, if requested, the split specimen test result. If the test result or split specimen test result is negative or canceled, the member will be reinstated and will receive full pay for the period of the suspension. If the test result or split specimen result is positive, the member will be suspended without pay. Termination is the only penalty for a member who receives a verified positive drug test, if the charge is sustained in a disciplinary action as set forth in Article XII herein. If the charge against a member who was verified positive by the MRO in accordance with this Drug Testing Policy and Procedures or 49 CFR Part 40 is not sustained the member will be reinstated without back pay and must sign a Rehabilitation Opportunity Agreement For Positive Test Results (Appendix 2). Refusal to execute or fully comply with the terms of the Agreement shall constitute refusal to cooperate and subject the member to termination. No disciplinary action will be taken against a member on the basis of any positive test that does not meet the cutoff levels provided in 49 CFR Part 40, Subpart B§40.29. The confirmation test of the split specimen shall be pursuant to 49 CFR §40.29.(b)(3).

**VIII. DATA RETENTION AND PRODUCTION**

**A. Records Management and Production**

The following records will be maintained in a secured location at Police Headquarters.

1. A copy of standard operating procedures for the Random Drug Testing Program.
2.
  - a. Program Disks
  - b. Data Base File Disks
  - c. Original computer generated random selection lists by sequential run numbers.

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3. Copy #7 of the Chain of Custody Form for each specimen taken.
4. Copies of the original Member Notification Forms.
5. Copies of any and all documents concerning the directive to submit to a reasonable suspicion drug test and the facts constituting the basis for the reasonable suspicion determination.
6. A litigation package, which is to be provided and retained by the DHHS certified Laboratory who performed the analysis of the member's drug test. The documents currently comprising this litigation package are attached to correspondence dated April 4, 2005. In the event there is a change in what the laboratory makes available to the Port Authority, the document provided for in the correspondence dated April 4, 2005 shall be modified accordingly.
7. Any disclosed information related to a positive drug test of an individual pursuant to 49 CFR Part 40.

The parties agree that no other records shall be provided by the Port Authority. Additionally, the arbitrator has no authority to require the Port Authority to produce any other records, other than what is specifically noted in this Article, including those documents reproduced in Appendix 4.

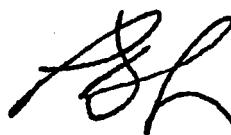
**B. Employee Access to Records and Information**

Members subject to disciplinary action under this Agreement will have a right to seek information as permitted by 49 CFR Part 40, beyond that granted by Article VIII, Paragraph A of this Agreement. The arbitrator shall permit a reasonable adjournment pending pursuit of such information. Notwithstanding the foregoing, the failure of the Port Authority's laboratory or other Port Authority agents to provide documents beyond those documents listed in Article VIII, Paragraph A, shall not be considered by the arbitrator in rendering his or her decision on the merits of the case.

C. The release of the above records by the Port Authority, or any of its agents, to the specific member may be used only by such member, his or her collective bargaining representative or counsel, in direct connection with disciplinary proceedings concerning the specific member's drug test result. The parties agree that such records may not be used in connection with another member's disciplinary proceedings. Further, the parties agree that such documents are confidential and may not be released or discussed except in connection with the disciplinary proceeding or other proceedings initiated by or on behalf of the specific member.

**D. Urine Specimens**

Positive urine specimens will be retained by the Port Authority's DHHS certified laboratory according to 49 CFR Part 40 for one year. If requested by the member or by the Port Authority, arrangements will be made with the laboratory for a longer retention period. Negative samples will be discarded by the DHHS laboratories.





**IX. OPPORTUNITY FOR REHABILITATION**

If a member voluntarily has self-identified as having a drug problem to the Superintendent or a designee and requests assistance for such a problem before being selected for a drug test required by this policy, the Port Authority will refer such member to Port Authority's substance abuse professional ("SAP") who shall determine what assistance the member needs in resolving problems associated with controlled substance use. After the evaluation, the SAP will refer the member for appropriate counseling, treatment or rehabilitation.


Such member shall be referred to participate in a counseling, treatment, or rehabilitation program pursuant to the provisions of the Rehabilitation Opportunity Agreement For Self-Identification Situations (Appendix 3). The member must execute the Rehabilitation Opportunity Agreement prior to entering the program. Refusal to execute or fully comply with the terms of the Agreement shall constitute refusal to cooperate and subject the member to termination as stated in Article VII above.

The member shall use sick leave and, if such is exhausted, or if the member chooses, vacation, personal leave and banked compensatory time for the period of absence for the purpose of obtaining treatment. All treatment will be at the sole expense of the member, to the extent not covered by the member's health benefits plan.

The member will be required to satisfactorily complete any counseling, treatment or rehabilitation program before being eligible to return to duty. Upon return to duty, such member will be required to submit to a drug test and must receive a verified negative result. Such member also will be required to submit to follow-up drug tests. The number and frequency of such follow-up testing shall be directed by the SAP and will consist of no more than six tests in the 12 months following the member's return to duty. Thereafter, additional tests will be at the discretion, of the substance abuse professional for the next 48 months. Such follow-up testing will be required in addition to all other tests required by this policy. If the SAP determines that a member who is participating in a counseling, treatment or rehabilitation program is able to perform a restricted assignment while in such program, the Superintendent or a designee will, in his sole discretion, determine whether any restricted assignments are available, and, if so, will in his sole discretion assign such member to the available assignment. Further, the member must accept any restricted assignment. The failure of the member to accept such assignment will constitute a refusal to cooperate as defined herein and will result in the member's termination, if the charge is sustained in the disciplinary proceedings set forth in Article XII herein.

**X. UNANNOUNCED TESTING FOR MEMBERS ASSIGNED TO CERTAIN IDENTIFIED POSITIONS**

Members assigned to Narcotics Detectives, K-9, and plainclothes narcotics related assignments, will undergo unannounced drug testing at least once per year. This testing does not preclude members of the aforementioned units from being randomly tested at any time during the year. A member's name will not be removed from the random computer database after being chosen for unannounced testing. However, if an officer is selected for random testing before he/she is selected for unannounced testing, his/her name will be removed from the unannounced

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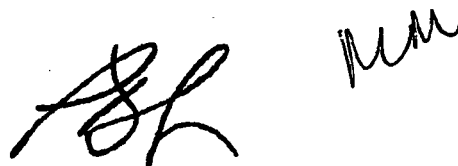
list and his/her requirement for annual unannounced testing will be deemed fulfilled.

XI MISCELLANEOUS

- a. The parties agree on the modifications to the list of approved rehabilitation facilities attached as Appendix 5.
- b. Members who come into contact with suspected drugs covered by this Agreement while acting within the scope of their employment will fill out a DRUG EXPOSURE FORM annexed hereto as Appendix 7. The form shall be dated, numbered and entered into the member's facility police blotter, and must be forwarded to the Superintendent or a designee along with a handwritten report from the member detailing the events of the contact or all other appropriate police reports. The Superintendent or a designee may order the member to be tested for the presence of drugs as set forth in Article II. If in the screening of this test as set forth in Article II, there is a confirmed positive test, the MRO will request from the Superintendent or a designee a copy of the aforementioned forms and will review it in accordance with 49 CFR Part 40 and applicable DOT/DHHS guidelines prior to verification. If the MRO determines that the positive result is due to the contact described in the form, the test shall be verified as negative. (If the MRO determines that the positive result is not due to the contact described in the form, the test will be verified positive and the member will be subject to the discipline set forth in Article VII herein, unless the MRO determines that there is a legitimate medical explanation for the positive test result.)
- c. A copy of all contracts pertaining to all collection of urine specimens and laboratory services involved in this procedure shall be provided to the Association within thirty (30) days after the Port Authority's execution of any contract(s) with the collection agencies and laboratories.

XII. DISCIPLINARY ARBITRATION PROCEDURES FOR A CHARGE OF VIOLATION OF THE DRUG TESTING POLICY AND PROCEDURES

With the exception of a charge by the Port Authority that a member improperly claimed an exemption from testing pursuant to Article V, Exemptions From Drug Testing of this Drug Testing Policy and Procedures which must be brought as a disciplinary action pursuant to the disciplinary provisions of the Memorandum of Agreement, the disciplinary procedures as set forth in this Article are the only procedures for a charge of a violation of the provisions of this Drug Testing Policy and Procedures. Except as otherwise provided in Section XII (A)(1.), the parties agree that the P.A.I. 20-1.10 or the grievance/arbitration provisions contained in the parties' Memorandum of Agreement does not apply to violations of the Drug Testing Policy and Procedures. Any member who has been charged with violating this policy, shall be placed on full suspension (no pay) until a final decision has been rendered by an arbitrator pursuant to the

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procedures set forth below. The decision of the arbitrator shall be final and binding on the parties.


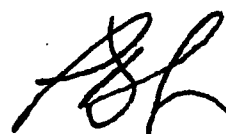
A. The Disciplinary Hearing

A disciplinary hearing shall commence within 30 days of the Port Authority's filing of charges of: 1) a refusal to cooperate; or 2) a verified positive drug test result.

1. The charges shall be referred to an arbitrator selected pursuant to the procedures set forth in Paragraph C of Appendix "G" - "Grievance-Arbitration/Disciplinary Procedure".
2. Notice of Charges and Specifications for Violation of the Port Authority Public Safety Department's Drug Testing Policy and Procedures as set forth in this Appendix 8 shall be required in lieu of formal Charges and Specifications as set forth in PAI 20-1.10.
3. Upon a charge that a member has violated any provision of this Drug Testing Policy and Procedures, a Notice of Charges and Specifications for Violation of the Port Authority Public Safety Department's Drug Policy and Procedures (Appendix 8) must be transmitted to the office of the Association, addressed to the president of the Association, by registered mail, return receipt requested, and the date of the registration shall constitute the date of filing.
4. In order to insure expeditious proceeding the parties agree that the arbitrator shall have both the right and obligation to schedule subsequent hearing dates in order to complete the hearing expeditiously. The arbitrator shall have the right to schedule hearings after 5:00 pm on weekdays and on weekends.
5. Nothing in this section should be construed to limit the arbitrator's right to delay a hearing pending the production of information he or she deems relevant to the proceeding.
6. All proceedings shall be transcribed by a certified court reporter.
7. The proceedings shall take place at a location designated alternatively by the Port Authority and by the Association.
8. The arbitrator shall render his report within 30 days of the closing of the record.

B. Issues To Be Decided By The Arbitrator

The following issues related to the specific member subject to discipline/discharge



pursuant to this procedure are the only issues to be decided by the arbitrator:

1. The absence of a fatal flaw in the drug testing procedures which resulted in a positive drug test result. Fatal Flaw is defined in Appendix 6.
2. The member's refusal to cooperate as defined in Article VII, Paragraph A, herein.
3. Whether the Port Authority or its agents committed any serious and material violations during the course of the drug testing process with respect to:
  - a. the requirements of this Drug Testing Policy and Procedures;
  - b. the compliance of the MRO with the requirements set forth in 49 CFR Part 40; or
  - c. the compliance of the collection service with the requirements set forth in 49 CFR Part 40, Urine Specimen Collection Guidelines.
4. Whether the Port Authority had reasonable suspicion as defined in Article III, Paragraph A, of the Drug Testing Policy and Procedures to require a member to submit to a reasonable suspicion drug test.

C. Scope Of Arbitrator's Review

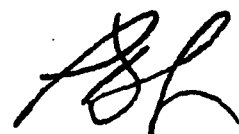
1. No Mitigating Circumstances

The arbitrator may not consider any mitigating circumstances, such as but not limited to, the member's length of service, work including disciplinary record, in determining whether a member should be disciplined for violating the Drug Testing Policy and Procedures.

2. Reinstatement Without Back Pay

Except as set forth in paragraph 3 below, the arbitrator will not award full pay for the period of the member's suspension upon a finding that the Port Authority improperly charged that member in the following circumstances:

- a. If the charge against the member who was verified positive by the MRO in accordance with this Drug Testing Policy and Procedures and 49 CFR Part 40 is not sustained the member will be reinstated without back pay and must sign the Rehabilitation Opportunity Agreement For Positive Test Results (Appendix 2), prior to reinstatement. If a member receives a second positive test result during the period covered by the Rehabilitation Opportunity Agreement for any drug test, the member will be terminated, if



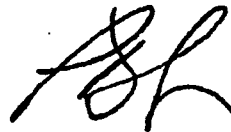
the charge is sustained in a disciplinary action set forth in Article XII.

- b. If the charge against the member is not sustained because that member could not provide urine or an adequate amount of urine, and that inability was not due to a medical condition in the opinion of a licensed physician referenced herein, pursuant to Appendix "O" VII, Paragraph A, and the member refused to sign the Failure to Cooperate: Failure to Provide Specimen Waiver Agreement attached hereto as Appendix 9.
- c. If the charge against the member is not sustained because there was no reasonable suspicion as defined in Article III, Paragraph A, of the Drug Testing Policy and Procedures so as to require the member to submit to a reasonable suspicion drug test.

3. Reinstatement With Back Pay

If a member is reinstated because the charges against him/her are not sustained due to:

- a. The arbitrator's finding that the Port Authority or its agents committed serious and material violations during the course of the drug testing process, as listed in Article XII Paragraph B and the member was not properly verified positive by the MRO pursuant to this Drug Testing Policy and Procedures or 49 CFR Part 40; or
- b. The arbitrator's finding that the Port Authority improperly charged a member with Refusal to Cooperate pursuant to this Drug Testing Policy and Procedures and that the member was not verified positive pursuant to this Drug Testing Policy and Procedures or 49 CFR Part 40; or
- c. The arbitrator's finding that there was a Fatal Flaw as defined in Appendix 6 herein; then the arbitrator must award full pay for the period of the member's suspension.



APPENDIX 1

MEMBER NOTIFICATION FORM

As required by the Port Authority Public Safety Department's drug testing policy, I understand and agree that I must, as a condition of continued employment, submit to and satisfactorily complete drug tests. I acknowledge that I have received and read the Port Authority Public Safety Department's drug testing policy and procedures. I further understand that this document serves as notification that I have been randomly selected for a drug test to be taken on \_\_\_\_\_ at \_\_\_\_\_ at \_\_\_\_\_.  
(date) (time) (location)

I understand that the urine test shall be limited to internal administrative purposes only and that it shall not be used by the Port Authority in connection with any criminal investigation or prosecution.

I understand that the results of my drug test will be transmitted to me by registered mail, return receipt requested and regular mail within five business days of the date the MRO receives the results from the laboratory, to the address indicated in the Port Authority's records.

I understand that my refusal to execute this form or refusal to provide a urine specimen will constitute refusal to cooperate. The only penalty for member's refusal to cooperate is termination, if the charge is sustained in a disciplinary action set forth in Article XII herein.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Port Authority Witness

APPENDIX 2

REHABILITATION OPPORTUNITY AGREEMENT  
FOR VERIFIED POSITIVE TEST RESULTS

\_\_\_\_\_, Police Sergeant

Employee Number \_\_\_\_\_

Date \_\_\_\_\_

In consideration of being permitted one opportunity to participate in a rehabilitation program \_\_\_\_\_, Police Sergeant, and the Port Authority of New York and New Jersey do hereby agree to the following action:

1. \_\_\_\_\_ must successfully complete the rehabilitation program set forth in Paragraph 2 below (Program), and agree to cooperate fully with all of the Program requirements as a condition of his/her continued employment with the Port Authority.

He understands that any failure by him/her to cooperate fully with one or more of those requirements will result in his/her dismissal from the Program and dismissal from his/her employment.

2. The Program requirements that I \_\_\_\_\_ must fully cooperate with are:

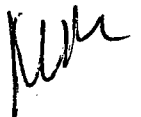
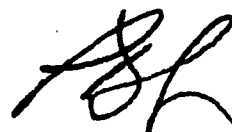
- a) I promise to be evaluated by the Port Authority's substance abuse professional.
- b) I promise to fully cooperate and participate in any recommended counseling, treatment or rehabilitation program in accordance with the instructions and requirements of the program administrators.
- c) I authorize counseling or rehabilitation representatives to confer with and disclose to the Port Authority's substance abuse professional or a designated representative all information and records concerning my counseling, treatment or rehabilitation.
- d) He must successfully complete, if recommended by the Port Authority substance abuse professional, substance abuse counseling, treatment or rehabilitation program selected by the member from among those approved facilities set forth in the list attached to this Rehabilitation Opportunity Agreement.
- e) If recommended by the substance abuse professional he may, in addition to or instead, be evaluated and counseled or treated on a regular basis by one of the substance abuse rehabilitation professionals selected by the member from a list of five such rehabilitation professionals provided by the Port Authority Office of Medical Services (OMS).
- f) Upon the completion of such program, I will be evaluated by the Port Authority's substance abuse professional (or MRO) who will determine if I am medically fit to

- return to duty. If the substance abuse professional determines that I am fit for duty, I understand and agree that upon my return to duty I will be required to undergo a return-to-duty drug test and must receive a negative result. My failure to take such test as requested or receiving verified positive result will result in the termination of my employment.
- g) I understand and agree that, upon my return to active employment, I must meet all established standards of conduct and job performance required of any other employee.
- h) I understand and agree that I will voluntarily submit to unannounced drug testing as a follow-up to the assistance or rehabilitation program, and that my failure to take such test(s) as requested, or receiving verified positive result, will result in termination of my employment. I agree that such follow-up testing shall be as directed by the substance abuse professional and will not exceed 60 months from the date of my return to duty. Follow-up tests shall consist of no more than six tests in the first 12 months following my return to duty. Thereafter, additional follow-up tests will be at the discretion of the substance abuse professional for the next 48 months. I agree that this follow-up testing will be required in addition to all other testing required by the Port Authority Public Safety Department's drug testing policy and procedures.

3. \_\_\_\_\_ understands that if he fails to cooperate fully with any counseling, treatment or rehabilitation program requirements, and the requirements set forth in Paragraph 2 above, or if he receives a verified positive test result for the second time he will be dismissed from the Program and dismissed from employment, if the charge is sustained in a disciplinary action as set forth in Article XII of the Drug Testing Policy and Procedures of the Memorandum of Agreement. However, I understand and agree that if I receive a verified positive test result for the second time, the only issue to be decided by the arbitrator is set forth in Article XII, B.1 of the Drug Testing Policy and Procedures of the Memorandum of Agreement. In addition, I understand and agree that if I fail to cooperate fully with any of the counseling, treatment or rehabilitation program requirements or the requirements set forth in paragraph 2 above, the only issue to be decided by the arbitrator is whether I failed to fully cooperate with the program requirements or the requirements set forth in paragraph 2 above.

I further understand and agree that such discipline imposed under this Agreement is not subject to the grievance/arbitration provisions of the parties' collective bargaining agreement.

4. I understand and agree that my future employment depends upon my compliance with the Port Authority Public Safety Department's Drug Testing Policy and Procedures for the entire duration of my continued employment, and that this opportunity to participate in such counseling, treatment or rehabilitation program is conditioned accordingly. Such conditions, including those above, are agreed to in addition to the Port Authority's rules under the Public Safety Department's Drug Testing Policy and Procedures.





5. \_\_\_\_\_ understands that neither his participation nor successful completion of the Program will not require or result in special privileges or exemptions from the standard administrative practices applicable to required job performance and the Port Authority's rules and regulations. He further understands that upon being determined by OMS to be medically fit to return to duty, and pursuant to the recommendation of Public Safety, he may be transferred to a different Facility Police Command and may lose any existing rights related to existing work chart including special detail(s) and preferred assignment(s).

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Port Authority Witness

\_\_\_\_\_  
Date

\_\_\_\_\_  
Sergeants Benevolent Association.

\_\_\_\_\_  
Date

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APPENDIX 3

REHABILITATION OPPORTUNITY AGREEMENT  
FOR SELF-IDENTIFICATION SITUATIONS

\_\_\_\_\_, Police Sergeant

Employee Number \_\_\_\_\_,

Date \_\_\_\_\_

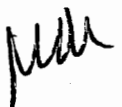
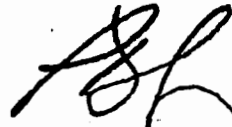
In consideration of being permitted one opportunity to participate in a rehabilitation program \_\_\_\_\_, Police Sergeant, and the Port Authority of New York and New Jersey do hereby agree to the following action:

1. \_\_\_\_\_ must successfully complete the rehabilitation program set forth in Paragraph 2 below (Program), and agree to cooperate fully with all of the Program requirements as a condition of his/her continued employment with the Port Authority.

He understands that any failure by him/her to cooperate fully with one or more of those requirements will result in his/her dismissal from the Program and dismissal from his/her employment.

2. The Program requirements that I \_\_\_\_\_ must fully cooperate with are:

- a) I promise to be evaluated by the Port Authority's substance abuse professional.
- b) I promise to fully cooperate and participate in any recommended counseling, treatment or rehabilitation program in accordance with the instructions and requirements of the program administrators.
- c) I authorize counseling or rehabilitation representatives to confer with and disclose to the Port Authority's substance abuse professional or a designated representative all information and records concerning my counseling, treatment or rehabilitation.
- d) He must successfully complete, if recommended by the Port Authority substance abuse professional, substance abuse counseling, treatment or rehabilitation program selected by the member from among those approved facilities set forth in the list attached to this Rehabilitation Opportunity Agreement.
- e) If recommended by the substance abuse professional he may, in addition to or instead, be evaluated and counseled or treated on a regular basis by one of the substance abuse rehabilitation professionals selected by the member from a list of five such rehabilitation professionals provided by the Port Authority Office of Medical Services (OMS).



duty, and pursuant to the recommendation of Public Safety, he may be transferred to a different Facility Police Command and may lose any existing rights related to existing work chart including special detail(s) and preferred assignment(s).

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Port Authority Witness

\_\_\_\_\_  
Date

\_\_\_\_\_  
Sergeants Benevolent Association

\_\_\_\_\_  
Date

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PAUL D. SEGALINI  
DIRECTOR  
LABOR RELATIONS DEPARTMENT  
3 GATEWAY CENTER, GROUND FLOOR  
NEWARK, NJ 07102  
(973) 792-3580  
(973) 792-3596 FAX

Appendix 4

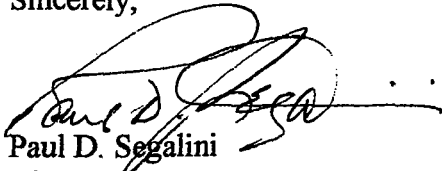
April 4, 2005

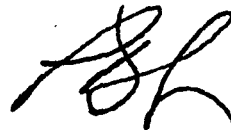
Sergeant Mark O'Neill  
President  
Sergeants Benevolent Association  
220 Bruce Reynolds Blvd.  
Fort Lee, NJ 07024

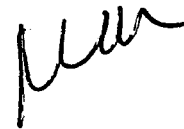
Dear Sergeant O'Neill:

Enclosed please find a copy of the current litigation package referenced in Appendix O, Section VIII, paragraph A.6 of the Memorandum of Agreement dated January 21, 2003 – January 20, 2010.

Sincerely,

  
Paul D. Segalini  
Director  
Labor Relations Department





APPENDIX 5

REHABILITATION FACILITIES

NEW YORK CITY

Smithers  
1000 10<sup>th</sup> Avenue-Floor 10G  
New York, NY 10019  
(212) 523-6491  
Inpatient/Outpatient

Gracie Square Hospital  
421 E. 75<sup>th</sup> Street  
New York, NY 10021  
(212) 988-4400  
Inpatient

Gracie Square Hospital  
416 E. 76<sup>th</sup> Street  
New York, NY 10021  
(212) 988-4400  
Outpatient

Stuyvesant Square  
10D Perlam Place  
Bernstein Pavilion  
New York, NY 10013  
(212) 420-2966  
Outpatient

Arms Acres  
1841 Broadway - Suite 300  
New York, NY 10023  
(212) 399-6901  
Outpatient

BROOKLYN

Long Island College Hospital  
255 Duffield Street - 3<sup>rd</sup> Floor  
Brooklyn, NY 11201  
(718) 522-4800  
Outpatient

New Directions  
202-206 Flatbush Avenue  
Brooklyn, NY 11217  
(718) 398-0800  
Outpatient



REHABILITATION FACILITIES

QUEENS

Long Island Jewish Medical Center  
(Hillside Hospital)  
75-59 263<sup>rd</sup> Street  
Glen Oaks, NY 11004  
(718) 470-8925

Inpatient/Outpatient

New York Hospital  
56-45 Main Street  
Flushing, NY 11355  
(718) 670-1240

Inpatient

New York Hospital  
(New Start/New Life)  
174-11 Horace Harding Expressway  
Fresh Meadows, NY 11365  
(718) 670-1550

Outpatient

STATEN ISLAND

Staten Island University Hospital  
375 Seguine Avenue  
Staten Island, NY 10309  
(718) 356-8910

Inpatient/Outpatient

LONG ISLAND

South Oaks Hospital  
400 Sunrise Highway  
Amityville, NY 11701  
(516) 264-4000

Inpatient/Outpatient

Seafield Center  
7 Seafield Lane  
Westhampton Beach, NY 11978  
(516) 288-1122

Inpatient/Outpatient

*AR*

*MM*

REHABILITATION FACILITIES

LONG ISLAND (cont'd)

Nassau County Medical Center  
2201 Hempstead Turnpike - Bldg. K  
East Meadow, NY 11554  
(516) 572-5555  
Inpatient/Outpatient

PUTNAM

Arms Acres  
75 Seminary Hill Road  
Carmel, NY 10512  
(914) 225-3400  
Inpatient/Outpatient

WESTCHESTER

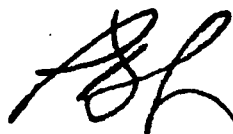
United Hospital  
406 Boston Post Road  
Port Chester, NY 10573  
(914) 934-3000  
Inpatient/Outpatient

St. Vincent's Hospital  
240 North Street  
Harrison, New York 10528  
(914) 967-6500  
Inpatient/Outpatient

The New York Hospital  
Cornell Medical Center  
21 Bloomingdale Road  
White Plains, New York 10605  
(914) 682-9100  
Inpatient/Outpatient

NEW JERSEY

Carrier Foundation  
County Route 601  
Belle Mead, NJ 08502  
(908) 281-1000  
Inpatient/Outpatient



**REHABILITATION FACILITIES**

NEW JERSEY (cont'd)

Princeton House  
905 Herrontown Road  
Princeton, NJ 08540  
(609) 497-3300

Inpatient

Princeton House  
253 Witherspoon Street - Suite B  
Princeton, NJ 08540  
(609) 497-3300

Outpatient

Carter Behavioral Health Systems of NJ  
(Formerly Fair Oaks Hospital)  
19 Prospect Street  
Summit NJ 07901  
(908) 522-7000

Inpatient/Outpatient

High Focus Center  
299 Market Street - Suite 110  
Saddlebrook, NJ 07663  
(800) 877-FOCUS

Outpatient

Any Veterans Hospital facility.

Other facilities will be considered on a case by case basis after credential review.

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**APPENDIX 6**  
**FATAL FLAWS**

**A. Definitions**

Any of the following errors or omissions are considered "fatal flaws" and should result in a specimen being rejected for testing by the laboratory:

1. Pre-printed specimen I.D. number on the chain of custody form does not match I.D. number on the bottles.
2. No specimen I.D. number on the bottles.
3. Insufficient quantity of urine for the laboratory to complete testing.
4. Specimen bottle(s) seal is broken or shows evidence of tampering.
5. Specimen is obviously adulterated (i.e. color, foreign objects, unusual odor) and the collector did not collect a second specimen under direct observation.

The following errors or omissions are also considered "fatal flaws" unless they are corrected by signed documentation:

- (a) No collector's signature on collector certification statement.
- (b) Incomplete chain of custody block (minimum of 2 signed entries by collector, both dated, and shipping/storage entry). There is no requirement to have the courier sign the chain of custody form.
- (c) Donor Social Security Number or I.D. number is omitted on the custody and control form, unless "refusal of donor to provide" is stated in the remarks section.

Additionally, specimen test results reviewed by the Medical Review Officer should be canceled (by the MRO) when the following procedural errors occur (unless corrections are made):

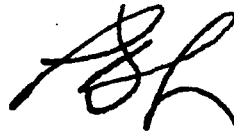
- (a) Donor certification statement is not signed and there is no indication in the remarks section of the donor's refusal to sign.
- (b) The certifying scientist's signature is omitted on positive results from the laboratory.

**B. "Fatal Flaw" Corrective Action**

All DHHS certified laboratories retained by the Port Authority will retain specimens for a minimum of five working days to allow the collector or the Port Authority to provide the laboratory with signed statements explaining or correcting procedural errors or omissions. If the employer or collector provides corrective actions (signed statements) which supply the needed information, the laboratory may proceed with the analysis of the specimen. If the corrective action is not accomplished within five days, the collection process may not be corrected and the laboratory will not test the specimen. Similarly, the MRO may elect to seek corrective actions (signed statements) to supply omitted donor or certifying scientists' signatures.

When a specimen is not tested by the laboratory for reasons outlined above, or the test result is considered invalid by the MRO for reasons outlined above, the test should be canceled and reported as such to the Port Authority and the tested individual. Return-to-duty fatally flawed collections, will be re-collected at the direction of the MRO because the donor still needs to provide a negative test result.

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APPENDIX 7

DRUG EXPOSURE FORM

I, \_\_\_\_\_, have had direct contact with the following controlled substances: marijuana, opiates, amphetamines, cocaine and phencyclidine or their metabolites, in the performance of my Police activities within the past three days.

Define direct contact and specifically describe circumstance on how it occurred.

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Date(s) of such contact

---

---

Location(s) of such contact

---

---

Date and nature of any reports prepared by me in connection with such contact

---

---

Name of supervisor(s) or witness(es) who can verify that direct contact occurred in the performance of Police activity

---

---

\_\_\_\_\_  
Signature of Member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Port Authority Witness

\_\_\_\_\_  
Date

*AR*      *man*

APPENDIX 8

**NOTICE OF CHARGES AND SPECIFICATIONS FOR VIOLATION OF THE PORT  
AUTHORITY PUBLIC SAFETY DEPARTMENT'S DRUG POLICY AND PROCEDURES**

TO: SBA Member \_\_\_\_\_ CC: SBA

FROM: Fred Morrone, Director of Public Safety Department

DATE:

SUBJECT: Disciplinary Action For Violation Of Drug Policy And Procedures

.....

On the \_\_\_\_\_ day of \_\_\_\_\_ you violated the Public Safety Department's  
Drug Policy and Procedures by:

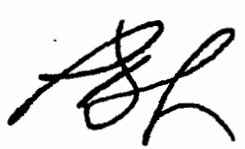
- a refusal to cooperate                       verified positive drug test result

If it is determined that a member refused to cooperate, the facts which constitute the  
basis of the charge must be set forth below \_\_\_\_\_

\_\_\_\_\_

Therefore, you are subject to disciplinary action in accordance with the disciplinary  
procedures contained in the Public Safety Department's Drug Policy and Procedures.

The penalty sought is termination.

  
Fred Morrone  
Director



**WAIVER - APPENDIX 9  
CONTROLLED SUBSTANCE TESTING**

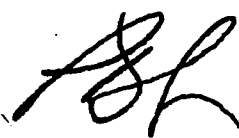
**FAILURE TO COOPERATE: FAILURE TO PROVIDE SPECIMEN**

It is hereby stipulated and agreed, by and between the undersigned that the parties in resolution of this disciplinary matter that:

1. \_\_\_\_\_ shall submit to unannounced drug testing at the discretion of the Port Authority's substance abuse professional for a period of up to 60 months commencing with the execution of this waiver. Such follow-up testing will be required in addition to all other tests required by the Drug Testing Policy and Procedures. Follow-up tests shall consist of no more than six tests in the first 12 months following said member's return to duty.
  
2. Upon notification of the Port Authority's substance abuse professional, the Superintendent or a designee shall be responsible for the scheduling of the follow-up testing. \_\_\_\_\_ must report to the scheduled submission site within the time designated unless they are absent due to an excused absence or personal leave as defined in Appendix H of the parties Memorandum of Agreement, an assignment or excusal authorized by the Superintendent or designee, and military leave, sickness or injury incurred in the line of duty, compensatory time, vacation, holidays, or assignment out of the Port District which has been scheduled before the member was notified to report for drug testing. \_\_\_\_\_ must remain at the collection site until the test has been completed, and this will occur no later than two hours after the conclusion \_\_\_\_\_ tour. If \_\_\_\_\_ reports absent due to sickness, IOD, or personal leave on the test date, \_\_\_\_\_ must provide a urine specimen the next time specimen collection takes place at the facility while \_\_\_\_\_ is on duty.
  
3. Upon execution of this waiver and prior to reinstatement, \_\_\_\_\_ will be evaluated by the Port Authority's substance abuse professional, who will determine if member is medically fit to return to duty. If the substance abuse professional determines that the member is fit for duty, the member understands and agrees that he/she will be required to undergo a return-to-duty drug test and must receive a negative result. Failure to take such a test as requested or receiving a verified positive result will result in termination of \_\_\_\_\_ employment.
  
4. \_\_\_\_\_ understands that if he/she fails to cooperate with any requirements set forth as part of this waiver agreement, or if \_\_\_\_\_ receives as verified positive test result, \_\_\_\_\_ will be dismissed from employment if the charge is sustained in a disciplinary action set forth in Article XII of the Drug Testing Policy and Procedures of the Memorandum of Agreement. However, I understand and agree that if I receive a verified positive test result for the second time, the only issue to be decided by the arbitrator is set forth in Article XII, B. 1 of the Drug Testing Policy and Procedures of the Memorandum of Agreement. In addition, I understand and agree that if I fail to cooperate fully with any requirements set forth in this agreement, the only issue to be decided by the arbitrator is whether I failed to cooperate with the requirements set forth in this agreement.

\_\_\_\_\_  
Name of Employee

\_\_\_\_\_  
PA Witness



APPENDIX 10

SPLIT SPECIMEN REQUEST

TO: Medical Review Officer

FROM: \_\_\_\_\_

DATE: \_\_\_\_\_

Split specimen analysis must be requested within 72 hours after Medical Review Officer verified test as positive.

I, \_\_\_\_\_ request my split specimen of \_\_\_\_\_

Name

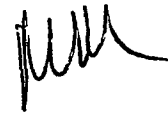
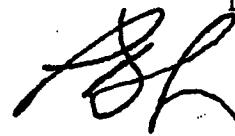
Employee No.

Date

be analyzed at another DHHS-certified laboratory for the presence of \_\_\_\_\_  
Substance(s)

\_\_\_\_\_  
Signature

Date



March 8, 2002

**APPENDIX "P"**

Lieutenant Louis Echavarria, Jr.  
President, Port Authority Police  
Lieutenants Benevolent Association  
282 First Avenue  
Massapequa Park, NY 11762

Sergeant Mark L. O'Neill  
President, Port Authority Police  
Sergeants Benevolent Association  
220 Bridge Plaza South  
Fort Lee, NJ 07024

Detective Richard Masella  
President, Port Authority Police  
Detectives Endowment Association  
P.O. Box 2208 South Station  
Newark, NJ 07114

Police Officer Gasper Danese  
President, Port Authority Police  
Benevolent Association, Inc.  
611 Palisade Avenue  
Englewood Cliffs, NJ 07632-0602

Mr. John Lynch  
Union of Automotive Technicians  
12 Byrd Street  
Iselin, NJ 08830

**Re: Settlement of IP 00-35 (UOAT), IP 00-36 (PBA),  
IP 00-37 (LBA), IP 00-38 (SBA) and IP 00-39 (DEA)**

Dear Sirs:

In full resolution of the above-referenced Improper Practice Charges, the following improvements to the Group Dental Insurance, currently provided by Aetna Insurance Company (or by any other successor insurance carrier), under group contract #GH-14910 shall be provided to employees represented by your collective negotiations units. Except as specified below, these improvements shall be retroactive to July 1, 2000.

*mm*

*AR*



1. Sealant coverage for permanent molars will be reimbursed 100% of reasonable and customary costs (one application per tooth every thirty-six months) excluding deductibles. Such coverage shall exist up to the age of 19.
2. "Preventative dental services" are defined as oral examinations, cleaning, x-rays and fluoride applications. All preventative dental services shall be reimbursed at 100% of reasonable and customary for two (2) visits per year per person excluding deductibles. However, effective January 1, 2001, employees represented by the collective negotiations units shall be reimbursed at 100% of reasonable and customary costs of cleaning and oral exams for four (4) visits per year per person.
3. Orthodontic services will be reimbursed at 80% of reasonable and customary costs up to a \$2,000.00 lifetime benefit.
4. Effective January 1, 2001, dental implants shall be reimbursed at 80% of reasonable and customary costs (after satisfaction of individual/family deductible amounts).
5. Employees represented by your Unions will continue to be reimbursed for "reasonable and customary" under the same conditions as previously applied. Such reimbursement shall be without any consideration of an annual cap of any type, except for the lifetime benefit of \$2,000.00 for orthodontic services.

Upon execution of this agreement, the Port Authority Police Lieutenants Benevolent Association, the Port Authority Police Sergeants Benevolent Association, the Port Authority Police Detectives Endowment Association, the Port Authority Police Benevolent Association, Inc., and the Union of Automotive Technicians each severally agree to withdraw the respective Improper Practice Charges filed by them and designated IP00-35, IP00-36, IP00-37, IP00-38 and IP00-39.

Very Truly Yours,

Hank Zulauf  
 Manager  
 Labor Relations Division

Concurrence:

Lieutenant Louis Echavarria, Jr.  
 Lieutenants Benevolent Association

3/17/02  
 Date





*Mark O'Neill*

Sergeant Mark L. O'Neill  
Sergeants Benevolent Association

*3-14-02*

Date

*Richard Masella*

Detective Richard Masella  
Detectives Endowment Association

*3-27-2002*

Date

*Gasper Danese*  
Police Officer Gasper Danese  
Police Officer Benevolent Association, Inc.

*3-19-02*

Date

*John Lynch*

Mr. John Lynch  
Union of Automotive Technicians

*3/14/02*

Date

*mm*

*ABH*

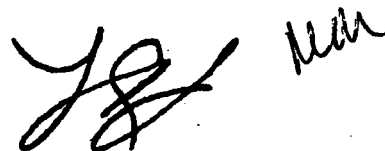
Date Issued: 6/98

**CLASSIFICATION:** Police Sergeant  
**DEPARTMENT:** Public Safety Department

Under the immediate supervision of a Police Captain, Police Lieutenant or in some cases an administrative supervisor, is responsible for the activities of a group of Police Officers. Work is generally performed in accordance with established rules and regulations, but in emergencies or unusual circumstances, sound judgment and initiative are needed to take effective action. Work is subject to review through reports and inspections of supervisor. (Individual positions may perform any combination of the following duties.)

### REGULAR DUTIES

1. Inspects the appearance and equipment of Police Officers at the beginning of tours and records absences. Assigns posts and specific duties to officers. Observes their work and, as needed, gives instructions in the performance of their assigned duties. Issues special instructions and assignments at the scene of unusual activities.
2. Reviews reports on daily activities and on unusual incidents submitted by officers. Makes special investigations of unusual happenings or conditions as directed.
3. Trains and instructs new Police Officers in specific facility assignments, procedures and practices, including detailed traffic control and routing techniques, equipment operation, communication procedures etc.
4. Supervises the placing of traffic barriers, and distribution of traffic. May examine vehicles and cargo to determine conformance to regulations for admittance to Port Authority facilities.
5. Is responsible for the activities of an emergency garage at a bridge or tunnel facility on an assigned tour. Supervises and instructs Police Officers in the use of tractors and towing equipment to remove stalled vehicles from traffic lanes. directs and participates in towing, fire fighting and first aid activities at the scene of emergencies.
6. Is responsible for fire fighting and crash equipment and crews at an airport facility on an assigned tour. Directs and participates in fire fighting and rescue work, and supervises and instructs Police officers in the operation and use of emergency equipment. Maintains facility police records and acts as custodian of found property until properly disposed of.
7. Is responsible for the protection of life and property at a facility on an assigned tour. Supervises and participates in patrolling areas, observing vehicular and pedestrian traffic, preventing crime, answering inquiries, etc.
8. When assigned to the Central Police Desk, is responsible for the assignment of central police pool personnel, for proper notification of supervisors in cases of serious occurrences and for the maintenance of records.

Handwritten signature and initials in black ink, located at the bottom right of the page.

Specification. No. 2605

9. Performs related duties as assigned.

**TRAINING.** Graduation from a standard or vocational high school

**EXPERIENCE:** 2 years experience as a Port Authority Police Officer

**ABILITY:** Understand and apply Port Authority traffic and police rules and regulations, the criminal and traffic laws of the States of New York and New Jersey and municipal traffic ordinances. Understand the duties and responsibilities of a law enforcement officer. Apply the principles of first-aid and use skill in rendering same. Understand and be able to direct Civil Defense activities at facilities.  
Assign and supervise the work of Police Officers.  
Give verbal and written instructions.  
Establish and maintain effective work relationships with employees, general public and adjacent police and fire departments.  
Learn the uses and operation of towing, fire fighting and related equipment.  
Observe situations analytically and objectively, and make decisions in emergencies.

**PHYSICAL EFFORT:** Continual standing and/or walking on some assignments.

**WORKING CONDITIONS:** Duties necessitate being outdoors in all types of weather. Subject to fumes and noise in tunnels. Exposure to fire and smoke in emergencies.

**MECHANICAL SKILLS:** Use firearms skillfully.

**SPECIAL REQUIREMENTS:** Possession of drivers license as issued by the States of New York or New Jersey.

*dem*

CLASSIFICATION: Detective Sergeant – Criminal Investigations Bureau  
DEPARTMENT: Public Safety Department

A. CHARACTERISTICS OF CLASS

In the series of Police Operations Classes, this class is responsible for the activities of detectives and plainclothesmen. Work is generally performed in accordance with standard practice and established rules and regulations; but in emergencies, sound judgment and initiatives are used in adopting the best course of action.

B. RELATIONSHIP TO OTHER CLASSES

As compared to higher rated classes such as Police Lieutenant, who is a second level supervisor of a group of Police Sergeants and Police Officers, the Police Detective Sergeant is the first level supervisor over a group of detectives and plainclothesmen.

C. WORK RELATIONSHIPS

Works under the direct supervision of the Commanding Officer, Criminal Investigation Bureau, or Detective Lieutenant who checks his work through reports and periodic inspection.

D. MAJOR FUNCTIONS

The functions described below are indicative of the level and type of work performed in this classification; however, incumbents in this class may perform any combination of the listed functions or related work of comparable types and difficulty.

Observes the appearance and equipment of detectives or plainclothesmen assigned to him and records absences. Assigns investigations, follow-ups, surveillances and other related specific duties to detectives and assigned plainclothesmen. Observes their work and, as needed, gives instructions and assignments at the scene of unusual activities.

Reviews reports or daily activities and unusual incidents submitted by officers. Conducts special investigations of unusual happenings or conditions as directed. May, at the direction of a higher supervisory officer, engage in confidential investigations emanating from the office of the Superintendent of Police.

Trains and instructs new plainclothes personnel in specific unit assignments, procedures and practices including established investigative techniques, equipment operation, communication procedures, etc.

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D. MAJOR FUNCTIONS (Cont'd)

Evaluates detectives and plainclothes personnel performance submitting recommendations for advancement, assignment and merit salary increases.

Responsible for the completion and maintenance of records and communications relating to investigative activities.

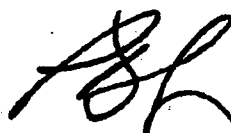
Plans and supervises the policing of public tenant and Port Authority areas for security purposes. Enforces Port Authority rules and regulations and public laws.

May perform other comparable related Police duties.

E. SPECIFIC RESPONSIBILITIES

1. Human Resources: Supervises a small group of detectives and plainclothesmen and develops their abilities.
2. Public Relations: During the course of investigations is involved with the public, Port Authority tenants, other Port Authority Units, or other police or civilian organizations often in situations that require the use of tact and good judgement.
3. Physical and Financial Resources: Indirectly responsible for physical resources of areas assigned for protection of property.
4. Decisions: May be called on to perform on the spot emergency duties such as the protection of lives, aiding the injured, and protection of property.
5. Planning: Plans the proper utilization of manpower assigned so that maximum utilization will result.
6. Knowledge and Ability Requirements:
  1. Knowledge: Understand and apply Port Authority rules and regulations especially where they apply to employees of the Port Authority who may be the subject of an investigation. Understand and advise such an employee of his rights as outlined.

Understand the duties and responsibilities of law enforcement officer.  
Express self clearly and concisely, both orally and in writing.  
Observe situations analytically and objectively and make proper decisions in emergencies.  
Be knowledgeable in laws and ordinances of New York and New Jersey.



6. Knowledge and Ability Requirements: (Cont'd)

2. Physical Effort: Continual standing and/or walking on some assignments.
3. Mechanical Skills: Use firearms skillfully.
4. Working Conditions: Work often requires protracted tours of duty and extended work schedule.
5. Special Requirements: Possession of a driver's license as issued by the states of New York and New Jersey.

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*ASh*

DOCUMENT "B"

THE PORT AUTHORITY OF NEW YORK & NEW JERSEY

P.O.I. 2-1C

SENIORITY - POLICE SERGEANTS

POLICE OPERATIONS INSTRUCTION

REVISED: JUNE 1998  
FORMERLY P.D.I. 2-1C

---

I. **PURPOSE**

The purpose of this instruction is to outline a seniority policy Applicable to Police Sergeants and Detective Sergeants.

II. **DEFINITIONS**

A. **Police Sergeants**

Seniority for Police Sergeants is based on the number of years of Port Authority service as a Police Sergeant, and if identical, based upon total Port Authority Police seniority. Total Port Authority Police seniority is computed on the number of years of Port Authority Police service, based on the date of appointment to the police force and the position within his class upon graduation from the Police Academy.

B. **Detective Sergeants**

Seniority for Detective Sergeants is based on the number of years of Port Authority service as a Detective Sergeant. If assignment occurs on the same day, seniority is based upon the number of years of service as Police Sergeant, and if identical, based upon total Port Authority Police seniority.

C. **Facility Seniority**

Seniority is not accrued at a Facility Police Command by a Sergeant until the Sergeant is assigned to the Facility Police Command continuously for a period of six (6) months.

III. **MASTER LIST**

A master seniority list based on the above definitions will be maintained by the Public Safety Department. This list will indicate the official seniority standing of the members of the force covered by this instruction.

# DOCUMENT "C"

THE PORT AUTHORITY OF NEW YORK AND NEW JERSEY

P.O.I. 2-4

## SERGEANTS TRANSFER PROCEDURE

POLICE OPERATIONS INSTRUCTIONS

REVISED JUNE, 1998  
FORMERLY P.D.I. 2-4

FURTHER REVISED FEBRUARY 2005

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### I. INTRODUCTION

This instruction establishes the procedure to be followed in transferring members of the force holding the rank of Police Sergeant or Detective Sergeant.

### II. PURPOSE

The purpose of this instruction is to provide for the thorough and systematic indoctrination and training of newly promoted Sergeants, as well as for the accurate appraisal of their performance, and to provide a fair and impartial system for the transfer and assignment, both voluntary and involuntary, of all Police Sergeants and Detective Sergeants.

### III. POLICY

A. All Police Sergeants and Detective Sergeants positions will be filled in accordance with this transfer procedure.

B. Selections for transfer to the below listed positions at Police Headquarters, Central Police Desk/SOD as well as all positions at the Police Academy are under the control of the Superintendent of Police:

#### CENTRAL POLICE DESK/SOD

1 Police Sergeant Administrative Position Only

#### POLICE HEADQUARTERS

- 1 Detective Sergeant Position Only – Police Headquarters
- 2 Police Sergeant Positions Only SOD - Canine Coordinator
- 1 Police Sergeant Position Only - Special Services
- 1 Police Sergeant Position Only - Equipment
- 5 Police Sergeant Positions SOD/ESU
  - Police Sergeant(s) assigned CCIU
- 3 Police Sergeant(s) assigned Internal Investigations
- 2 Police Sergeant Positions Only - Court Liaison

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#### **IV. PROCEDURE**

A. Sergeants Transfer Lists will be maintained for the following Facilities:

George Washington Bridge; Lincoln Tunnel; Staten Island Bridges; LaGuardia Airport; Newark Liberty International Airport; John F. Kennedy International Airport; PATH; Bus Terminal; World Trade Center; Port Newark/Port Elizabeth; Central Police Desk; Police Headquarters; Holland Tunnel; Police Academy.

B. All requests for transfer shall be submitted on P.A. Form #2665 and will be directed to the Superintendent of Police or his designated representative. A notice of receipt will be returned to the applicant. All applicants for transfer shall be placed on the appropriate list according to the date the application was received.

C. Request for transfer to a facility may be submitted after a Sergeant has completed his six month probationary period, and when accepted, his name will be placed on the active transfer lists. Upon completion of six months of service as a Sergeant, he will be eligible for transfer in accordance with this procedure.

D. Whenever a vacancy exists at any facility for which a transfer list exists; the vacancy is to be filled from the appropriate transfer list in accordance with this transfer procedure.

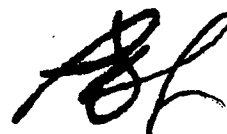
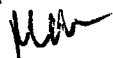
E. Facility Police Commanding Officers must accept transferred employees in the rank order of their transfer list request unless demonstrable cause can be substantiated. Commanding Officer's rejection for demonstrable cause shall be subject to the grievance procedure "set forth in the Memorandum of Agreement."

F. Positions held by Sergeants who have successfully completed six months in grade are considered to be vacant and they shall be filled in accordance with this transfer procedure.

G. Upon acceptance of a transfer, the Sergeant may not voluntarily re-transfer for a period of six months from the date of transfer. In addition, the transferred Sergeant will be required to remove his name from all but three (3) active transfer lists. After the first accepted transfer, a Sergeant will not be eligible to be on more than three (3) active transfer lists.

H. If a Sergeant refuses a transfer when it is offered to him, his name will be removed from the top of the transfer list. In such event, a Sergeant will be restricted from re-submitting another request for transfer to the same facility until six months have elapsed from date of the refusal.

I. In the event an opening occurs at a facility, which shall include an opening in any of the positions subject to selection by the Superintendent of Police, and there are no transfer requests on the active list, or no eligible Sergeant accepts the transfer, which shall include a refusal by a Sergeant to accept selection by the Superintendent of Police the vacancy will be filled using the following sequences:



## POLICE ACADEMY

### 5 Police Sergeants Positions Only

- (a) two (2) positions at JFKIA Fire School
- (b) one (1) position at Firearms Training Unit
- (c) one (1) position in Emergency Services Training
- (d) one (1) position Police Academy Firearms Training Unit/Instructor

Individuals selected for transfer and assignment to these positions shall be required to perform the duties associated with those positions. In the event there are no qualified applicants as determined by the Superintendent of Police, then vacancies in these positions shall be filled by offering it to qualified Sergeants by seniority, and if there are no volunteers, the junior qualified Sergeant who has completed six months in grade at any facility shall be selected.

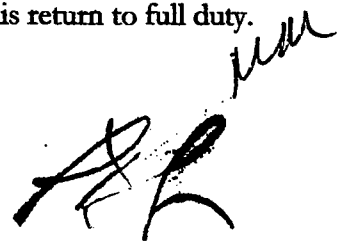
In the event a Sergeant is not transferred and assigned to any of the above positions, he may request a written explanation from the Superintendent of Police or his designated representative. Such selections are not subject to the grievance-arbitration procedure.

A Police Sergeant selected by the Superintendent of Police for any of the positions identified in Section III, B herein may transfer voluntarily from said position, and when he does so, all of the provisions of Section IV of this Instruction shall apply to such transfer.

A Police Sergeant selected by the Superintendent of Police to fill any of the Police Sergeant positions identified in Section III, B herein may be removed involuntarily from said position by the Superintendent of Police, and when he is so removed, he is returned to the permanent facility of assignment from which he was transferred where he shall remain until he accepts a transfer to another facility in accordance with Section IV of this Instruction. In the event he did not have permanent facility of assignment when selected by the Superintendent of Police and he is not number one on any existing transfer list, he shall be transferred to any facility for which the transfer list has been exhausted (no names remain on the list for that facility other than for individuals who have been frozen number one, pursuant to this Instruction.)

### C. MEDICAL RESTRICTED POSITIONS

Whenever a Sergeant enters reduced pay status on account of an absence due to sickness or injury on duty, he will be assigned to one of the three authorized Police Sergeant medically restricted positions to perform administrative work assignments working the administrative chart day tour (in any of the four Consolidated Police Zones set forth in Section LV of this Memorandum of Agreement) in chronological order in which he entered reduced pay status. None of the payments provided for in Section XV of this Memorandum of Agreement will be earned by such Police Sergeant on restricted duty either as a result of his initial assignment or his return to full duty.

Handwritten signature and initials, possibly 'AR' and 'mm', in black ink.

1. If the vacancy that occurs does not result in the requirement to promote, the junior qualified Sergeant shall fill the vacancy.
2. If a vacancy occurs that results in a requirement for promoting a Police Sergeant, the Sergeant so promoted shall fill the vacancy.
3. If such vacancy occurs and it cannot be filled in accordance with paragraphs 1 and 2 of this section, the junior Sergeant who has completed six months in grade at any facility for which a transfer list is maintained, shall fill the vacancy.

J. Any Police Sergeant accepting a transfer to an assignment at Central Police Desk/SOD Administrative Sergeant, Police Headquarters, or Police Academy, pursuant to Section III (A&B) herein, shall become number one (1) on the transfer list to return to his last permanent facility of assignment and also shall have the right to remain on any transfer list as long as his assignment continues. During this time he may accept a transfer, but while in the assignment he remains frozen number one (1) on the list.

Upon his voluntary or involuntary removal from the assignment, a Sergeant who is number one (1) on a transfer list becomes eligible to fill the next vacancy at the facility. Upon accepting a transfer to a facility from a list where he is frozen number one (1) a Sergeant must remove his name from all but three transfer lists where he is frozen number one (1).

#### K. Reduction in Force

Where transfers are required due to reduction in force, they shall be accomplished in the inverse order of assignment to the facility. Members so transferred will be transferred to another facility and in the same order be placed at the top of the list for transfer back to the facility from which they were transferred.

### V. DETECTIVE SERGEANT TRANSFER PROCEDURE

A. Any Detective Sergeant vacancies will first be offered to existing Detective Sergeants by ranking all present Detective Sergeants in order of their assignment to Detective Sergeant.

### VI. GENERAL

The Superintendent of Police may administer individual transfers in personal hardship cases or in individual situations he deems necessary for the good of the force. The Superintendent shall declare in writing the reasons for any transfer pursuant to this section.



Office of the Executive Director

The Port Authority  
of New York and New JerseyPAI 20-3.06  
Revised June 30, 1976

## LEAVE OF ABSENCE

## I. Introduction

This instruction describes the policies and procedures governing ordinary and compassionate leaves of absence. Not covered by this PAI are other authorized periods of time away from work such as Military Leave (PAI 20-3.10), Sick Leave (PAI 20-3.03), Maternity Leave (PAI 20-3.12) and Excused Absences (PAI 20-3.05).

## II. Types of Leave of Absence

- A. Long Term Ordinary Leave: An authorized period of time away from work, without pay, for more than 14 consecutive calendar days, and for up to one year, granted only when such leave is clearly desirable in light of the employee's need and the best interests of the Port Authority. Permanent employees who have completed their probationary period and have maintained a satisfactory job performance record are eligible for long term ordinary leave. Long term ordinary leave may be granted to probationary employees only in the most exceptional circumstances. Long term leaves of absence must be recommended by the employee's Department Director and approved by the Personnel Director.

Employees returning from long term leave of absence may be reinstated to their former position classification or to another classification of similar pay and status. Such reinstatement, however, is not guaranteed and is subject to job availability. Employees who do not request reinstatement prior to the expiration date of their leave will be considered as having voluntarily resigned as of that date.

- B. Short Term Ordinary Leave: An authorized period of time away from work, without pay, up to and including 14 consecutive calendar days. Department Directors or their designees may, at their discretion, grant an unpaid leave of absence, not exceeding 14 consecutive calendar days, to permanent employees, including those serving their probationary period.
- C. Compassionate Leave: A period of time away from work, without pay, granted to employees in TWU classes only, at the discretion of Port Authority management for a total of three days (which need not be consecutive) in a calendar year, when an employee must attend the funeral of a relative or the serious

illness of a member of the employee's immediate family (spouse, child, parent, brother, sister, spouse's parent, other person living in the employee's home). When such time off is not covered by PAI 20-3.05, Excused Absence, compassionate leave will be granted by a unit head on request of the employee and is applicable to permanent employees, including those serving their probationary period.

### III. Operating Rules and Procedures

Exhibit A, attached, contains the detailed operating rules and procedures relating to administration of leaves of absence.

Exhibit A

LEAVE OF ABSENCE  
OPERATING RULES AND PROCEDURES

1. Initiation of Long Term Ordinary Leave

The employee submits a written request for long term ordinary leave of absence to his or her unit supervisor. The request should be addressed to the employee's Department Director and should include the estimated period of time desired, approximate starting and ending dates, and the reason(s) why the leave is necessary. If approval is recommended, the Department Director prepares the Employee Record, Form PA 87, and a memorandum addressed to the Personnel Director explaining why the leave is in the best interests of the Port Authority and describing the employee's work performance and attendance record. In cases where the Department Director recommends disapproval, the reason for disapproval should be stated along with this recommendation.

2. Initiation of Short Term Leave of Absence

The employee submits a written request for short term leave of absence to his or her unit supervisor. The request, which should be addressed to the employee's Department Director, should include a statement as to the reason for the leave, the desired number of days and the starting and ending dates. The employee's Department Director approves or disapproves the request and returns it to the employee. A copy of the approved request must also be forwarded to the Personnel Director.

3. Request for Extension of Short and Long Term Ordinary Leave of Absence

Requests for extensions of both short and long term leaves of absence, regardless of the duration of the requested extension, must be made in writing and include the reason for the request. Such requests should be sent to the Personnel Director as early as possible prior to the expiration date of the leave. The Personnel Department then consults with the employee's Department Director concerning the request and notifies the employee whether or not the extension is granted.

4. Return from Long Term Ordinary Leave of Absence

An employee on long term ordinary leave of absence must make written application for reinstatement to the Personnel Director, prior to the expiration date of the leave. Such reinstatement, however, is not guaranteed and is subject to job availability. Employees who do not request reinstatement prior to the expiration date of their leave will be considered as having voluntarily resigned as of that date. The Personnel Department will prepare the terminating Payroll Notice, form PA 87, and will notify the employee's former unit head accordingly.

- a. An employee returning from a long term ordinary leave of absence of 15 days or more does not receive P.A. service credit for the period of absence. These employees will receive a reconstructed P.A. service date, seniority in title date, seniority in grade date, and in-grade increase date.
- b. Upon reinstatement, the salary of employees returning from long term leave will be individually determined, but in no case will exceed the maximum of the position assumed.
- c. A medical examination may be required for any employee returning from a long term leave of absence.

5. Personnel Department and Payroll Section Notification

- a. An Employee Record, form PA 87, is prepared by the employee's department to initiate long term leaves of absence only. The memorandum requesting such leave is attached to the form PA 87, and forwarded to the Administrative and Employee Benefits Division of the Personnel Department.
- b. An Appointment Payroll Notice, form PA 1899, is prepared by the Personnel Department to return an employee from a long term leave.
- c. Short term and compassionate leaves of absence are shown on the bi-weekly Department Payroll Information Report, form PA 688, which is the Accounting Division's source of information for deduction purposes. (See PAI 30-5.03, Payroll Checks.)

6. Sick Leave in Connection with Leave of Absence

Except in unusual cases, employees beginning an ordinary leave of absence will not be paid for sick absences occurring during the pay period in which the leave of absence is to be effective.

7. Vacation Allowances

Employees beginning or returning from long term leaves of absence receive vacation allowances in accordance with the appropriate schedules of PAI 20-3.01, Vacations.

8. Health and Life Insurance Coverage

- a. An employee granted a long term leave of absence may continue coverage under the Port Authority's Group Health and Life Insurance Programs for a period of three months beyond the effective date of the leave by paying for such coverage at the contribution rates then in effect. At the end of this three month period, Group Health and Life Insurance coverages will terminate pursuant to insurance policy provisions and employees will have the option of converting to any direct payment plans available from the insurance companies on an individual basis. Such conversion must take place during the period set by the insurance policies. Necessary conversion forms may be obtained from the Administrative and Employee Benefits Division. Questions regarding individual situations should also be directed to that division.
- b. Port Authority Group Health and Life Insurance coverage remains in effect for an employee on a short term leave of absence.

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Office of the Executive Director  
The Port Authority  
of New York and New Jersey

PAI 20-3.12  
August 6, 1981

## MATERNITY LEAVE

### I. Introduction

This instruction outlines the policies and procedures to be followed when a maternity leave is granted to an employee.

### II. Definition

Maternity leave is a requested and approved period of time away from work for the purpose of giving birth and to care for an infant in the period immediately following the birth. Maternity leave consists of two phases: the initial phase which is considered and administratively handled as sick leave, and a second phase, which is a leave without pay for the purpose of infant care.

In all cases, maternity leave begins when the employee is unable to continue working due to medical disability related to pregnancy and childbirth, and ends three months following the birth of the child. However, the duration of each phase of a maternity leave will vary based on individual circumstances.

### III. Policies

- A. Permanent and probationary employees are eligible for a maternity leave of absence.
- B. Maternity leave may be granted when an employee demonstrates to the satisfaction of the Medical Director that she should discontinue working because of medical disability related to pregnancy and childbirth.
- C. During the initial (sick leave) phase of a maternity leave, for the number of days the employee is unable to work because of medical disability related to pregnancy and/or childbirth, an employee is considered to be on sick leave and her absence is treated in all respects like any other medically caused absence. For these days, she receives either sick leave allowance as specified in PAI 20-3.03, Sick Leave, or for a period not to exceed the number of compensable days remaining in her individual sick leave bank, in accordance with OPI 20-3x.03, Sick Leave Bank Plan, whichever is applicable.



- D. The second (infant care) phase of maternity leave begins when the Medical Director considers the employee capable of resuming her normal work duties, but she chooses to remain on maternity leave for infant care or other reasons. Regardless of when this second phase of maternity leave begins, the employee's maternity leave ends three months after the birth of her child.

The employee is on no-pay status during the second (infant care) phase of her leave, unless she has elected to take vacation time (see Attachment A., VII.).

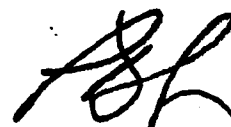
- E. When the employee returns to work after a maternity leave, she is restored to the position she held at the time her leave began, provided that she returns to duty prior to the expiration of her maternity leave. An employee who does not request reinstatement prior to the expiration date of her maternity leave and has not been granted an ordinary leave of absence beyond her maternity leave is considered to have resigned.
- F. An employee receives Port Authority service credit for the initial (sick leave) phase of her maternity leave, including any period of time during which she is sick and on no-pay status.

#### IV. Benefits

All group health, dental, and life insurance benefits to which the employee may be entitled under the terms of the respective policies comprising the Port Authority's group benefits programs will continue to be provided at no additional cost to the employee, for the full duration of her maternity leave. If an employee requests and is granted an ordinary leave of absence after her maternity leave expires, benefits are handled in accordance with the provisions of PAI 20-3.06, Leave of Absence.

#### V. Operating Rules and Procedures

Attachment A contains detailed operating rules and procedures relating to the administration of maternity leave.



Maternity Leave  
Operating Rules and Procedures

I. Initiation of Maternity Leave

A. The pregnant employee prepares a memorandum (see Attachment B for example) to the Personnel Director requesting a maternity leave when her physician has stated an approximate date at which her medical condition will preclude continuation of her normal work duties. This request should be submitted to her supervisor no later than one month before the anticipated birth date and a copy should be sent to the Administrative and Employee Benefits Division. It should include the anticipated birth date and, if different, the date of the onset of medical disability, and the following signature lines:

1. A line for the signature of the employee's supervisor, by which the supervisor indicates awareness of the leave request.
2. A line for the Medical Director's signature, by which the Medical Director indicates that he/she considers the date for the onset of anticipated or actual medical disability reasonable.
3. A line for the Personnel Director's signature, by which he/she approves the leave.

The same approval process applies for any change of the anticipated date of the onset of medical disability.

- B. When the employee's supervisor has signed this memorandum, it should be returned to the employee, who attaches a note from her personal physician and forwards it to the Medical Director. The physician's note should state the anticipated birth date of the child and, if different, the date of the onset of disability and the medical reasons for it.
- C. When the Medical Director has determined that an estimated or actual date of the onset of medical disability is reasonable, he/she signs the memorandum (see A. 2., above) and forwards it to the Personnel Director, retaining the physician's note. It should be noted that, depending on the employee's particular medical circumstance, the actual onset of disability may differ from the estimated date

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- D. When the Personnel Director has approved the leave, copies of the approved memorandum are sent to the employee and her supervisor.
- E. When the employee's supervisor has received the approved memorandum, he/she should prepare the Employee Record, form PA 87 which will implement the maternity leave, leaving blank the effective date, and forward it to the Administrative and Employee Benefits Division.

## II. Notification Procedures

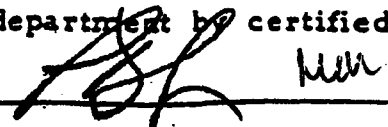
- A. The employee's department is responsible for notifying the Medical Director when the actual sick leave phase of maternity leave begins by completing form PA 3109, Extended Sick, Hospitalization and Injury on Duty Report and forwarding it to the Medical Department.
- B. The employee is responsible for notifying the Personnel Director as soon as possible but within no more than ten days, in writing, of the child's birth date or other termination of the pregnancy. The Personnel Director then notifies the Medical Director and the employee's department.
- C. The Medical Director evaluates the employee's health status and determines when she is capable of returning to work. When the Medical Director has made this determination he/she so informs the employee, the employee's department, and the Personnel Department.

## III. Time Reporting

During the initial (sick leave) phase of the employee's maternity leave, the department should complete the appropriate timekeeping document for the employee, indicating that the employee is on full, half, or no-pay status, in accordance with her sick leave allowance (PAI 20-3.03 or OPI 20-3x.03). Form PA 3109, Extended Sick, Hospitalization and Injury on Duty Report must also be completed in accordance with normal procedures in order to inform the Medical Director that the sick leave phase has begun.

## IV. Pay Check Distribution

Pay checks for an employee receiving sick pay during her maternity leave may be forwarded by the employee's department by certified mail. (See PAI 30-5.03, Paychecks).



V. Returning From Maternity Leave

- A. An employee on maternity leave should request reinstatement by writing to the Personnel Director as soon as possible after giving birth. An employee who does not request reinstatement prior to the expiration of the second phase of her maternity leave and has not been granted an extension as described in VI., below, is considered to have resigned.
- B. An employee who returns from a maternity leave is restored to the position she held at the time her maternity leave began. If appropriate, her position may be filled provisionally until she returns from her leave or until she has resigned.

Appointment Payroll Notice, form PA 1899, is prepared by the Personnel Department when an employee who has been on the infant care phase returns from her maternity leave.

VI. Request for Extension of Leave Beyond Three Months Following Childbirth

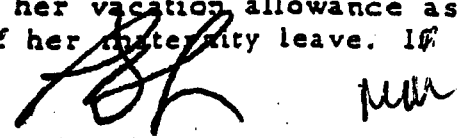
An employee who wishes to extend her leave beyond the three months following childbirth should apply in writing for an ordinary leave of absence to the Personnel Director as early as possible prior to the expiration of her maternity leave, specifying the reason for her request. The Personnel Director determines whether a request is to be granted and notifies both the employee and her unit head accordingly.

Requests by the employee to extend the leave beyond three months are considered and, if granted, administered under the terms of PAI 20-3.06, Leave of Absence.

VII. Vacation Allowance

- A. An employee may elect to take vacation in a period immediately prior to the start of her maternity leave.
- B. An employee beginning a maternity leave is entitled to payment for vacation subject to the provisions of PAI 20-3.01, Vacations, and its attached schedules, and those of any applicable Memorandum of Agreement.
- C. Vacation pay may be taken in either of two ways:
1. Lump sum advance payment

The employee may elect to receive her vacation allowance as a lump sum payment at the start of her maternity leave. If



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ATTACHMENT A

4 of 4

the employee elects to receive a lump sum payment, she is paid for vacation time earned up to the time she begins her maternity leave.

If any additional vacation days are earned during the initial (sick leave) phase of the leave, an employee may subsequently receive the applicable additional vacation allowance pay, subject to review by her Department Director and the Personnel Director.

2. Regular paycheck

The employee may elect to take her vacation time at the beginning of the second (infant care) phase of her leave, in which case she will continue to receive her paychecks on a regular basis for the duration of her vacation time. Electing this option does not extend the maternity leave beyond three months following the birth of the child.

- D. Except as discussed herein, the provisions of PAI 20-3.01, Vacations, concerning coordination of vacations with maternity leave, apply.

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SAMPLE MEMORANDUM

To: Personnel Director  
From: (employee requesting leave)  
Date: (date of request)  
Subject: REQUEST FOR MATERNITY LEAVE

CC: Administrative and Employee Benefits Division

In accordance with PAI 20-3.12, I request # Maternity Leave, to begin (date). My supervisor has signed below to indicate that he (or she) is aware of this request.

I have given the Medical Director my physician's note estimating the date of the onset of my medical disability.

(Signed;)

Employee's name  
Dept./Facility  
Phone number

I have seen this request for Maternity Leave.

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Date

I find the estimated/actual date of the onset of medical disability reasonable.


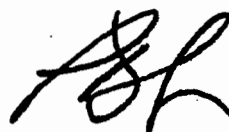
\_\_\_\_\_  
Medical Director

\_\_\_\_\_  
Date

This request for Maternity Leave is approved.

\_\_\_\_\_  
Personnel Director

\_\_\_\_\_  
Date



Categories

Check one



\*Consistent with PAI 20-3.12, Maternity Leave, Section III, paragraph G, I have been informed that as a permanent employee on maternity leave I am entitled to return to the same position I held prior to the leave upon approval by the Director, Medical Services Division.



\*I have been informed that as a probationary employee at the time my maternity leave began I will be re-instated, although not necessarily to the same position from which I took leave following the birth of my child and upon approval by the Director, Medical Services Division. Every effort will be made by my department, however, to accommodate me in the same way that a permanent employee is accommodated.

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THE PORT AUTHORITY OF NEW YORK AND NEW JERSEY  
 DIRECTOR OF ADMINISTRATION  
 POLICE DIVISION INSTRUCTION

P.D.I. 2-6  
 DISCIPLINARY INVESTIGATION  
 REVISED JULY 1980

RULES GOVERNING CONDUCT OF DISCIPLINARY INVESTIGATIONS

Rule 1. Information supplied Employee under Investigation

The employee shall be informed of the rank and name of the officer in charge of the investigation as well as the name of the interrogating officer and all persons present during the interrogation.

The employee shall be informed of the nature of the accusation at the beginning of the interrogation. The name of the complainant will be made known to the employee at the time charges are drawn against the employee.

A non-criminal disciplinary investigation of a member of the force must be placed in the charge of a person of a higher rank, who must actively participate in such investigation.

If in the course of an interview between a supervisor and a member of the force it appears that the matter under discussion may result in disciplinary action against the Police Officer, he shall have the right to have his Association representative present before the interview proceeds.

Rule 2. Promises of preference, privilege or immunity or undue suffering prohibited.

No person participating in any investigation of alleged misconduct by a Port Authority employee shall make any unauthorized promise of preference, privilege, or immunity, or employ any means whatever which inflict or tend to inflict undue suffering, mental or physical, upon any employee in order to induce, intimidate or compel him to furnish any statement admitting such misconduct or providing any information with respect thereto. Without limiting the generality of the foregoing, the following shall be deemed to be prohibited hereunder:

- Continuous examination or questioning for such length of time as to create excessive fatigue in the person being examined, or
- Unnecessarily conducting questioning of employees outside of working hours or away from their facilities, or
- Summoning or questioning employees under such circumstances or in such a manner as to occasion undue embarrassment to them or their families, or
- Deprivation of food or drink or denial or other physical necessities or comforts for excessive periods, or
- Brandishing of any club, gun or other weapon or displays or simulations of violence, threats and abusive foul or profane language.

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Rule 3. Required cooperation by employees

Before any employee may be questioned in connection with an investigation, the employee will be apprised of Rule 3, Chapter 9 of the Rules and Regulations which states:

"All employees must cooperate in authorized investigations of any act, omission or occurrence in or upon Port Authority property, (including but not limited to misconduct, accidents, crimes and the like), provided, however that this rule shall not require any employee to give evidence against himself in connection with the investigation of an alleged act of misconduct on his part."

He shall also be cautioned that disciplinary proceedings may be commenced against him and that anything he says may be used in evidence in such proceedings.

Rule 4. Warnings required in cases of Criminal Investigation or Criminal charges against employee

If an employee is under arrest, or is subject of a criminal investigation, or there is a substantial likelihood that criminal charges may result from the investigation he shall be warned of his rights as follows:

"I wish to advise you that you are being questioned as part of an official investigation by the Police Division. You will be asked questions specifically directed and narrowly related to the performance of your official duties. You are entitled to all the rights and privileges guaranteed by the laws of the State of New York or New Jersey, the constitutions of these states and the Constitution of the United States, including the right not to be compelled to incriminate yourself and the right to have legal counsel present at each and every stage of this investigation.

I further wish to advise you that if you refuse to testify or to answer questions relating to the performance of your official duties, you will be subject to Port Authority charges which could result in your dismissal from the Port Authority. If you do answer, it is our understanding that neither your statements nor any information or evidence which is gained by reason of such statements can be received in evidence against you in any subsequent criminal proceeding. However, these statements may be used against you in relation to subsequent Port Authority Charges."

Rule 5. Permission to consult relatives or friends; When granted

In addition to the foregoing, if they so request and if the interests of the Port Authority shall not be jeopardized thereby, employees who are being questioned with respect to alleged misconduct by them, shall be permitted to consult relatives or friends as soon as possible and under such circumstances as will not prevent or make impractical further investigation of such alleged misconduct.

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Rule 6. Promptness of investigation

Every investigation of alleged employee misconduct shall be commenced and completed as promptly as possible under all the circumstances.

Rule 7. Records of questioning

Whenever any employee is questioned with respect to any allegations of misconduct, there shall be kept by the unit conducting the questioning a record setting forth:

The Place of Questioning

The time when the employee entered the place of questioning

The employee's assignment and his current hours of duty

The time when the questioning of each individual was commenced

The names of all persons participating in the questioning

The duration of any interruptions in or intervals between periods of questioning

Any transfer of the employee to any other place during questioning

The time when the questioning was terminated

The warnings required under Rule 4 in criminal cases and the appraisal of Rule 3 on cooperation

Such records shall be kept in the office of the Department head of the unit conducting the investigation and marked "Confidential."

Rule 8. Requirements for submission to pathometer or polygraph examination

No employee shall be required, ordered, or requested to submit to pathometer, polygraph or other lie detector tests.

Rule 9. Requirements for a search

No search of an employee's person, property or personal papers or effects may be conducted without his consent: Except that, if authorized by the Superintendent of Police, such search may be held in accordance with law.

Rule 10. Interception of telephone communications

No person, without the consent of the employee or the employees participating therein or without the authorization of the Superintendent of Police, shall by any means of an instrument or otherwise, overhear or record any telephone communication between employees, or between an employee and a third party.

When such consent or authorization is obtained, a telephonic communication may be intercepted, overheard or recorded only in accordance with law, where the communication is received or transmitted. No other conversation or questioning of employees may be recorded by means of an instrument, unless the employees are given prior notice of such recording.

Rule 11. Questioning or Interviewing of Members of Employee's Family

Members of the family of an employee, who is under investigation for alleged misconduct, shall not be questioned or interviewed during the course of such investigation, unless the same is authorized by the Superintendent of Police.

Rule 12. Disclosure of information or allegations

The information or allegations obtained in the investigation of alleged employee misconduct shall be disclosed only to persons authorized by the Port Authority, or empowered or required by law to participate in or report on the investigation or any proceedings which might arise therefrom, provided however, that no criminal proceedings alleging the embezzlement or theft of Port Authority property may be commenced against an employee by another employee, without the prior approval of the accused's department head and the Executive Director, and provided further however, that all reports to prosecutors shall be submitted to the Law Department for clearance before release.

Rule 13. Questions of Law

All questions of law arising during the course of any investigation of employee misconduct or criminal activity, shall be referred immediately to General Counsel or his designated representative through channels.

Rule 14. Investigations with respect to employment or promotion

Investigations by members of the police force, with respect to employment or promotions, are to be made only upon the written request of the Personnel Director or his designated representative.

Rule 15. Time limit for filing of charges

Disciplinary charges must be filed no more than one year after the Port Authority knows of the alleged commission of the offense charged.

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Office of the Executive Director  
The Port of New York Authority

DOCUMENT "G"  
Revised

PAI 20-1.10  
September 30, 1970

DISCIPLINARY PROCEEDINGS  
PERMANENT CLASSIFIED EMPLOYEES

I. Introduction

- A. This instruction shall apply to permanent classified employees as defined in PAI 20-1.01.
- B. No disciplinary action shall be taken against any permanent classified employee except for good and sufficient cause or reason, and except in accordance with this instruction.
- C. This procedure does not apply to any disciplinary proceeding which originated prior to the effective date of this procedure.

II. Grounds for Dismissal, Transfer, Demotion of Permanent Employees

The following are examples of good and sufficient cause or reason for the dismissal, transfer or demotion of a permanent employee: Substantial or repeated neglect or failure of the employee properly to perform his duties; substantial or repeated violation of rules and regulations; conduct seriously prejudicial to the Port Authority or the public interest.

III. Types of Disciplinary Action

- A. The following measures, when taken for disciplinary purposes, constitute disciplinary action within the meaning of this procedure. No other types of disciplinary action are authorized.
  - 1. Dismissal from employment, including compulsory retirement.
  - 2. Demotion (in the case of employees other than members of the police force holding the position of Police Officer or Police Sergeant) to a grade or title having a lower rate of pay.
  - 3. Transfer to a grade or title having a different type of duties or responsibilities.
  - 4. Temporary Reduction of Pay, but only in the case of Traffic Officers and Traffic Sergeants.
  - 5. Compulsory Leave of Absence Without Pay not to exceed 60 days for any and all offenses charged in connection with any one transaction.

6. Reduction in Seniority in cases where seniority lists affecting rights or privileges have been or are hereafter established.
  7. Official Reprimand, officially noted upon the employee's record in the Office of the Personnel Director (or Official Demerits, if a demerit system is established).
  8. Forfeiture of Vacation Privileges.
  9. Minor Discipline, such as forfeiture of pass, holiday or days off privileges, informal reprimands\* and other appropriate minor disciplinary measures which do not affect the employee's grade, title, pay or seniority.
- B. The dismissal, demotion, transfer or compulsory retirement of an employee because of mental or physical incapacity substantially impairing his ability to perform his duties, or because he has reached mandatory retirement age or because a reorganization of the Port Authority or one of its facilities, properties, departments or divisions, or any other administrative action affecting the position, status, pay or privileges of an employee, not taken for disciplinary purposes, is not considered to be disciplinary action and does not come within the scope of this procedure. Provision, however, has been made for a hearing at the request of the employee concerned, whenever the dismissal, demotion, transfer or compulsory retirement of a permanent employee is contemplated on the ground of mental or physical incapacity. (See PAI 20-1.09)

#### IV. Temporary Reduction in Pay

- A. As noted above an employee may be disciplined by a temporary reduction in pay, not to exceed one month's pay for any one offense. Such a temporary reduction in pay shall be deducted from each pay check until the entire amount of the temporary reduction has been deducted, but in no case shall the total amount of such deduction from any one pay check (on account of all offenses) exceed ten percent (10%) of the employee's salary or pay (before deductions) for the period covered by the pay check. These deductions will be transferred to the Employees Welfare Fund Committee for use in promoting the welfare and morale of employees.

\*For Building Trades Union and Union of Automotive Technicians Covered Classes Only

If a letter of reprimand (informal reprimand) has not been used as a basis for disciplinary action within one year from the date of such letter, such letter shall be removed from the employee's personnel folder, unless during such period related reprimands have been placed in the employee's folder in which event such letter of reprimand shall remain in the employee's folder for the one year period commencing with the date of the most recent letter of reprimand. All letters of reprimand must either be initialled by the employee or, if such employee refuses to so initial, such refusal shall be duly noted.

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## V. Hearings and Disciplinary Procedures

### A. Where Hearings in Accordance with Paragraph X are Required

The following types of disciplinary action shall not be taken with respect to any permanent employee having a classified position except pursuant to written charges, and a hearing before a Port Authority Trial Board in accordance with Par. X of this instruction (unless the employee waives the filing of such charges or the holding of such hearing):

- (1) Dismissal; (2) demotion; (3) transfer; (4) temporary reduction in pay in an amount greater (for all offenses charged in connection with any one transaction) than the equivalent of three days' pay; (five days' pay for TWU classes)
- (5) compulsory leave of absence without pay for a period longer (for all offenses charged in connection with any one transaction) than three days (five days for TWU classes); (6) loss of seniority;
- (7) forfeiture of more than three days' vacation (five days' vacation for TWU classes) (for all offenses charged in connection with any one transaction).

### B. When Hearings in Accordance with Paragraph XI are Required (Not applicable to Transport Workers Union classes.)

The following types of disciplinary action shall not be taken with respect to any permanent employee having a classified position except pursuant to written charges, and a hearing before a Departmental Trial Board in accordance with Par. XI of this instruction (unless the employee waives the filing of such charges or the holding of such hearing):

- (1) Temporary reduction in pay in amount (for all offenses charged in connection with any one transaction) equivalent to three days' pay or less; (2) compulsory leave of absence without pay for a period (for all offenses charged in connection with any one transaction) of three days or less; (3) official reprimand; (4) forfeiture of vacation (but not more than three days for all offenses charged in connection with any one transaction, and not more than six days in the aggregate during any one calendar year for all offenses); (5) official demerit.

Provided, that such types of disciplinary action may also be taken pursuant to written charges and a hearing before a Port Authority Trial Board in accordance with Par. X of this instruction.

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C. Where Disciplinary Procedures in Accordance with Paragraph XII are Required

Where an employee has a position in one of the TWU classes and the penalty for all offenses charged in connection with one violation will be no greater than the equivalent of five days' pay, any authorized type of disciplinary action shall be taken in accordance with Paragraph XII hereof.

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D. Where Hearings Are Not Required

Any authorized type of disciplinary action may be taken against a temporary employee without the filing of charges or a hearing; and any authorized type of disciplinary action, other than those specified in sub paragraphs V, A, B, and C, above, may be taken against permanent employees without formal charges or a hearing.

(NOTE: For definitions of temporary and permanent employees, see PAI 20-1.01.)

VI. Repeated Offenses

Disciplinary action may be taken against an employee for repeated violation of rules and regulations or repeated neglect or failure to perform his duties or other repeated conduct warranting disciplinary action, even though disciplinary action has previously been taken separately with respect to some or all of the series of transactions upon which such charges are based; but only if such repeated conduct is charged as a separate offense. In any such case, the entire series of transactions upon which the charge is based shall be deemed to be one transaction within the meaning of paragraphs V, A, B, and C; but in any other case, the provisions of paragraphs V, A, B, and C relating to "any one transaction" shall be deemed to refer to each transaction separately.

VII. Waiver of Rights, Resignations Pending Disciplinary Proceedings

- A. An employee may waive his right to have charges filed and may waive his right to a hearing, and may do so either before or after the hearing has commenced. All such waivers must be in writing.

In addition, the failure to appear at a hearing after notice shall constitute a waiver of such hearing unless the Board or person before whom such hearing is held shall find such failure excusable.

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- B. An employee may resign at any time, and in that event any disciplinary proceedings against the employee shall terminate, but unless the charges are dropped or withdrawn, the charges shall be filed with his record and entry made in his record "Resigned under charges pending trial."

Whenever an employee resigns after a temporary reduction in pay takes effect, the aggregate deduction from his final pay check shall not exceed 10% of his salary or pay (before deduction) for the period covered by such pay check.

#### VIII. Temporary Suspensions Without Pay

- A. Any employee may be temporarily suspended without pay pending the preparation of charges and the completion of disciplinary proceedings (but not for more than two weeks without the approval of the Executive Director); and such temporary suspension shall not be deemed to constitute disciplinary action unless the charges are thereafter sustained.
- B. If the charges are sustained and if as a result one or another of the following types of disciplinary action is taken, such disciplinary action shall be effective as of the day upon which the employee was suspended: dismissal; demotion; transfer; temporary reduction of pay; compulsory leave of absence without pay.
- C. Except as provided above the employee shall be restored to duty upon the completion of the disciplinary proceedings, and shall then receive his full pay for the period during which he was temporarily suspended, whether or not the charges against him were sustained; provided, that the employee may be restored to duty prior to the completion of the disciplinary proceedings, in which event, he shall receive full pay for the period of his temporary suspension.
- D. Nothing contained in this instruction shall be deemed to prevent suspending employees with pay, whether pending the preparation of charges and the completion of disciplinary proceedings or for other administrative purposes.

#### IX. Filing and Preliminary Investigation of Charges

- A. Form of Charges

Charges shall be in writing, and each charge shall be a

brief formal statement of the alleged offense. In the event that an employee is charged with more than one offense, he shall be separately charged with each offense and each charge shall be separately numbered. Each charge of an alleged offense shall be separately supported by one or more specifications (summary statement of facts supporting the charge). Each specification standing alone should be sufficient to sustain the charge of the alleged offense if proven.

Charge 1. Repeated violation of rules and regulations of The Port of New York Authority.

Specification 1. In that said employee failed to appear at outgoing roll call on the 13th, 15th, 17th, 24th and 27th days of January, 1969, in violation of Rule 6 of "General Rules and Regulations for all Port Authority Employees," which provides that "Employees shall be punctual \*\*\* at all times."

**B. Signature of Charges**

Charges shall be signed by the complainant, who need not be an officer, employee or agent, or otherwise connected with The Port of New York Authority.

**C. Filing Charges**

Whenever a charge is made by a Port Authority employee it shall be transmitted through channels to his department head. Whenever a charge is made by a person not connected with the Port Authority, it shall be transmitted through channels to the department head of the employee sought to be disciplined.

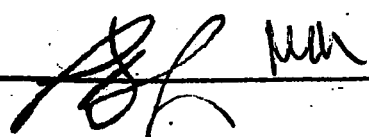
**D. Time Limitation**

Charges filed with a department head more than two years after the alleged commission of the offense charged, shall be void.

**E. Action by Department Head**

Upon receipt of charges and after such preliminary investigation as he deems necessary, the department head shall either:

1. Return the charges to the complainant for correction in the event that they do not conform to the requirements of paragraph IX, A hereof; or



Revised September 30, 1970

2. Direct that the charges be dropped; but in case the complainant is not a member of his department, only with the approval of the Executive Director; or
3. In the event that he is of the opinion that a hearing pursuant to Par. X of this instruction is desirable - forward the charges (through the Personnel Director) to the Executive Director for action; or
4. In case the charges are against a member of his department holding a classified position, refer the charges to a Departmental Trial Board for hearing in accordance with Par. X; or
5. In case the charges are against a member of his department, take any appropriate disciplinary action which is authorized by this procedure to be taken without a formal hearing; or
6. In case the employee against whom charges are made is a member of another department, refer the charges to the head of such other department, who thereupon shall take one or another of the types of action specified above.

#### X. Hearings Before a Port Authority Trial Board

##### A. Reviewing Officer

In all cases where hearings are required or authorized to be held pursuant to this paragraph, the Reviewing Officer shall be the Executive Director of the Port Authority.

##### B. Preliminary Action by Reviewing Officer

The Reviewing Officer shall, after such further investigation as he deems necessary either

1. Direct that the charges be dropped; or
2. Refer the charges to a Port Authority Trial Board for hearing; or
3. Return the charges to the department head either for a departmental hearing pursuant to Par. XI or for such disciplinary action as is authorized by this procedure to be taken without formal hearing.

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In any case, the Reviewing Officer will return the charges to the Personnel Director for disposition in accordance with his directions.

C. Makeup of Port Authority Trial Board

1. The Port Authority Trial Board shall be appointed by the Reviewing Officer who shall designate one of its members to act as Presiding Officer, and the Board may be appointed to hear one or more cases. The membership of the Board shall consist of not less than three members, including, if practicable, a department or division head or other supervising employee generally familiar with the functions of the employee against whom the charges have been made.
2. The Personnel Director shall notify the members of the Trial Board of their appointment.
3. In the event that a member of the Trial Board is unable to be present at all or part of the hearing or hearings of any one case (because of illness or otherwise) the remaining members of the Trial Board may continue to function without the absentee member. The absentee member shall not vote or have any voice in the proceeding. In the alternate, if a member of the Board absents himself after the hearing or hearings in any one case have commenced, the Reviewing Officer may in his discretion designate a new member to take the place of the absentee, but in that event the new Trial Board as then constituted shall hear the entire testimony from the beginning as though no testimony had already been taken.

D. Functions of Trial Board

1. It shall be the function of the Trial Board to determine the truth or falsity of the charge; and if in the opinion of a majority of the Trial Board the charge is sustained, to recommend appropriate disciplinary action. The Trial Board shall proceed promptly with a hearing, and shall receive testimony and evidence offered by the employee and the complainant, and in addition shall summon witnesses and require the production of records and other data it deems appropriate to the hearing of the charges and the determination of the discipline.
2. The Trial Board shall not make any investigations except for the purpose of determining whether there is pertinent

testimony or evidence which has not been produced, and any witnesses or evidence produced at the request of the Trial Board shall be presented at the hearing.

**E. Docket Entries**

The Personnel Director shall enter in a special docket the name of the employee against whom the action is sought, the name of the complainant, the name of the person who endorsed the charges and any other data with respect to the proceedings, as, for example, the date upon which the charges were served upon the employee, the date set for hearing and any adjournments, whether the right to file briefs was requested and the date fixed for such filing, the findings of the Trial Board, etc. Each case shall be numbered consecutively.

**F. Service of Charges and Notice of Hearing**

When charges are returned to the Personnel Director approved by the Reviewing Officer for a hearing, he shall have a copy of the charges and specifications served upon the employee and direct him to appear for a hearing. The charges, and/or notice of hearing may be served either personally or by registered mail at the last known address of the employee on file with the Port Authority, but shall be served by registered mail only with the approval of the Executive Director. The Personnel Director shall fix a date for the hearing which shall not be less than five days from the date of service of the charges or notice of hearing, whichever is later. In calculating the five days, the date of service of the charges or notice of hearing (whichever is later) shall be deemed to be (a) the date on which said charges or notice were personally served, if service was made, or (b) the second day following the date on which the charges or notice were mailed, if service is by registered mail. In either event the day on which service is made as so determined, and the day of the hearing and any intervening Sunday or legal holidays shall be excluded in determining whether the employee has had five days' notice of hearing. The office of Personnel Director shall also notify the Trial Board and the complainant of the date of the hearing.

In determining whether the employee has had five days' notice of hearing, the following shall be deemed to be legal

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holidays: New Year's Day, Lincoln's Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Election Day (the first Tuesday after the first Monday of November), Veteran's Day, Thanksgiving Day and Christmas, and in the event any of these days falls upon a Sunday, the following Monday.

**G. Conduct of Hearings**

1. Except as otherwise provided herein, or unless otherwise modified, the procedure at and conduct of such hearings and all incidental proceedings shall be determined by the Trial Board, but in any event:
  - a. hearings shall be conducted informally;
  - b. the employee may appear in person or by an authorized representative; and the employee and his representative may produce, examine or cross-examine witnesses, submit other evidence, make oral arguments and submit memoranda or other written statements;
  - c. a stenographic record shall be kept of all hearings and it shall be available for inspection by the employee or his representative during ordinary business hours of the Port Authority for twelve (12) months after the completion of the hearing;
  - d. except as provided in paragraphs VI and X, I, no evidence of prior misdeeds or offenses other than those charged shall be received or inquired into.
2. The Trial Board may in its discretion allow the charges and specifications to be amended to conform to the proof adduced at the hearing provided it grants an adjournment of the hearing as provided in paragraph X, H hereof.
3. The Trial Board shall call and examine such witnesses as it deems necessary or appropriate.
4. In general, the order of procedure at the hearing shall be as follows, but the Trial Board may vary the order of procedure in its discretion:

First: The charges and specifications shall be read, and the employee or his representative shall be requested to state summarily his position with respect thereto.

Second: The testimony (sworn or unsworn) and other evidence in support of the charges shall be received. Each witness in support of the charges shall be subject first to direct examination by the Trial Board (and if the charges are preferred by a member of the Port Authority staff, by such member or his representative) and then to cross-examination by the employee or his representative, and thereafter to such re-direct or re-cross examination as may be necessary.

Third: The testimony (sworn or unsworn) and other evidence for the employee shall then be received. Each witness for the employee shall be subject first to direct examination by the employee or his representative, and then to a cross-examination by the Trial Board (and if the charges were preferred by a member of the Port Authority staff, by such member as his representative), and thereafter to such further re-direct or re-cross examination as may be necessary.

Fourth: The testimony and evidence in the nature of rebuttal and surrebuttal shall then be received in that order.

Fifth: In cases where charges are preferred by a member of the Port Authority staff, such member or his representative shall be permitted to make a statement summarizing the testimony and evidence and making recommendations with regard to disciplinary action.

Sixth: The employee or his representative shall be permitted to make a statement summarizing the evidence, and to present any pertinent oral arguments.

Seventh: In lieu of or in addition to oral statements and arguments, the Trial Board may receive written memoranda or briefs in support of the charges or in favor of the employee.

#### H. Adjournments and Postponements

The employee shall be entitled to one 10-day postponement of the hearing. He shall also be entitled to an adjournment of the hearing once, if the proof offered at the hearing is at variance, in any material respects, with the specifications as set forth in the charges and specifications. The

Presiding Officer may grant any other adjournments which he in his discretion deems desirable.

I. Findings

As promptly as practicable following the conclusion of a hearing the Trial Board shall make its findings. The findings shall be in writing and shall refer to each separate charge and shall state whether each charge is "sustained" or "not sustained." A majority of the Trial Board must concur in the findings with respect to each charge, and no member of the Trial Board shall be eligible to vote on the findings unless he has been present throughout the hearings and in the case of adjournments, at all sessions. The Trial Board, if it desires, may accompany the findings with opinions in writing explaining the reasons for its findings.

The Trial Board shall make a recommendation for disciplinary action if it finds the charges sustained, and in so doing it may receive and consider the employee's Performance Rating Reports and any records of prior disciplinary proceedings.

J. Review

At the conclusion of the hearing the findings and recommendation of the Trial Board, and opinion, if any, together with a transcript of the testimony and any briefs which have been filed, shall be promptly forwarded to the Reviewing Officer.

The Reviewing Officer shall review the findings and approve or disapprove them. If he shall disapprove them he may in his discretion return the case to the Trial Board for a new hearing.

The Reviewing Officer shall prescribe the disciplinary action and the recommendation of the Trial Board shall not be binding on the Reviewing Officer. The office of the Personnel Director shall promptly notify all concerned of the disciplinary action directed to be taken by the Reviewing Officer.

In any case where the disciplinary action requires further action by the Operations Committee of The Port of New York Authority, such as discharge or demotion, the same shall not be effective until approved by the Operations Committee.

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XI. Departmental Hearings  
(Not Applicable to Transport Workers Union classes.)

A. Procedures at Departmental Hearings

Whenever a departmental hearing is ordered, the procedure shall as far as practicable conform to the procedure for Port Authority Trial Board hearings outlined in Par. X, with the following exceptions:

1. The Department Director shall act as the Reviewing Officer.
2. The Department Director shall designate the Departmental Trial Board, which shall consist of any one or more Port Authority employees appointed from the same department in which the employee sought to be disciplined is employed.
3. The Departmental Trial Board shall have the charges, specifications and other notices served in the manner prescribed for the service of charges, notices, etc., as provided in Par. X, except that where provision is made for service through the office of the Personnel Director, and/or for maintaining dockets, etc., such provisions shall not be applicable.
4. At the conclusion of the departmental hearing the Departmental Trial Board must transmit its findings, together with a report and recommendation and a full transcript of the proceedings to the Department Head for final disposition.
5. The Department Head shall notify the office of the Personnel Director and all others concerned, of the final disposition of the proceeding.
6. Notwithstanding that charges have been referred to a Departmental Trial Board for a hearing, the Department Head may refer such charges (and any new or additional charges arising out of the same transaction) to the Reviewing Officer specified in Par. X hereof for action, and may do so either before or after the Departmental Trial Board has transmitted its findings and recommendations to the Department Head.

XII. Disciplinary Procedures for TWU Classes

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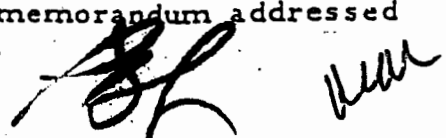
A. Conditions

Where TWU classes are concerned, a facility or division manager may administer initial discipline for minor violations of Port Authority rules and regulations, which shall not include sick absenteeism. For all such offenses charged in connection with any one violation, the amount of penalty will be no greater than the equivalent of five days' pay.

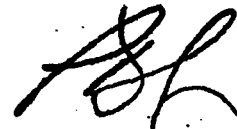
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B. Procedure

1. When a supervisor deems that disciplinary action should be taken in connection with a violation by an employee, he shall notify the employee in writing of the facts upon which such action is based and shall at the same time schedule a meeting with the manager and the employee involved. The employee's representative may attend this meeting.
2. At the meeting, the manager will interview the supervisor and the employee. The purpose of these interviews will be to permit the manager, the supervisor and the employee to develop pertinent facts, and to permit the evaluation by the manager of the circumstances leading to the alleged violations, and result in the determination by the manager of appropriate action. If additional information is needed, the manager will make arrangements to elicit same, and if necessary, arrange for a subsequent meeting.
3. Within fifteen days after the interview, the manager shall inform the employee, in person, of the action to be taken and the reasons for this action. A comprehensive written report of the manager's determination and findings will be presented to the employee at this time. Copies of this determination will be transmitted to the Manager of the Operating Personnel Division and to a representative of Local 1400 of the TWU whether or not the employee being disciplined is a member of the union. If the employee accepts such determination, he will signify his concurrence in writing.
4. If the employee does not accept such determination, he may appeal the determination to the appropriate Department Director within fifteen days. Such appeal shall be in writing, setting forth the basis for appeal, and may be in the form of a letter or a memorandum addressed to the Director.



5. If an employee appeals such determination, the Director or his designee shall review all pertinent data, conducting such interview as he may elect, and render a written determination in the matter to the said employee within fifteen days.
6. If the employee disagrees with the determination of the Department Director, he may, within fifteen days, appeal to the Personnel Director for final review, said appeal to be in the form of a letter or memorandum addressed to the Personnel Director.
7. The Personnel Director, acting for the Executive Director, must reply in writing to the aggrieved employee within thirty days. His action will be final. Failure on the part of an employee to make his appeal within the prescribed time limits will result in the acceptance of the recommended discipline. Failure on the part of any management representation to inform the employee of disciplinary action within the prescribed time limits will result in the charges against the employee being waived.



Office of the Executive Director

The Port Authority  
of New York and New Jersey

PAI 20-4.01

Revised January 14, 1974

## UNIFORM ALLOWANCES

## I. Introduction

This instruction sets forth the eligibility requirements and uniform allowances of employees.

## II. Policy

It is Port Authority policy to furnish wearing apparel to its employees where the need is justified.

Certain employees are furnished an initial issue and, in addition, are granted an annual allowance for upkeep or allowed a number of cleanings or pressings at Port Authority expense. The replacement of these uniforms is provided either by annual allowance or by purchase as required, or by a combination thereof.

Generally, employees are provided uniforms by the Work Uniform Services Section, General Services Department, whose responsibility it is to maintain the uniforms and to provide clean uniforms on a predetermined basis. (See Exhibit A for specific positions and allowances.)

For certain categories of employees utilizing dress uniforms the Work Uniform Services Section furnishes an initial issue and provides for replacement as required. Except for "wash and wear" garments, maintenance of these uniforms is covered by form PA 618, Petty Cash Voucher, which is initiated by the employee and is accompanied by cleaning receipts. (See Exhibit A for specific positions and allowances.)

## III. Definitions

Wearing apparel is of four categories.

- A. Dress Uniforms are worn by employees to convey unmistakably to the general public the authority and/or services associated with their positions, e. g., Police, Toll Collectors, Red Caps, Sky Caps, etc.
- B. Work Uniforms are worn for purposes of easy identification, uniformity of appearance of employees of position classifications which are engaged in maintenance, production, or operating activities requiring attire designed to withstand extensive exposure to wear and tear and heavy soiling, e. g., maintenance personnel, messengers, police emergency crews, ~~Cleaners~~. *men*

C. Foul weather gear is worn by employees in position classifications which are exposed to inclement weather.

D. Safety clothing is worn by employees of all position classifications for the purpose of preventing injuries and/or bodily harm while at work.

#### IV. Responsibility for Standards and Specifications

The General Services Department, in cooperation with the departments concerned, is responsible for the design and development of standards and specifications for the purchase and maintenance of all Port Authority uniforms, except Police, which are the responsibility of the ~~Police Division Uniform Committee~~ <sup>SUPERINTENDENT OF POLICE</sup>, and Toll Collectors CN 111 which are the responsibility of the Tunnels and Bridges Department.

The Inspection and Safety Division of the Comptroller's Department reviews all new uniform items considered for purchase and uniform maintenance programs for occupational safety and health considerations.

The Port Authority Design Advisory Council through the Office of the Chief Architect approves all new uniform items prior to purchase.

#### V. Responsibility for Proper Dress

Each employee is responsible for being dressed in a fit and presentable manner while at work. Awareness and acceptance of this responsibility is vital to good health, high morale, and favorable public reaction. The wearing apparel programs specified in this instruction are an aid in meeting these goals. Managerial and supervisory personnel are responsible for overseeing that suitable dress is worn by subordinates. Since standards are dependent upon circumstances and working conditions, conscientious judgment must be exercised daily.

#### VI. Work Clothes Supplied to Employees

##### A. Issuance by the Work Uniform Services Section

The Work Uniform Services Section furnishes

1. uniforms to employees who are required to turn in soiled uniforms and receive clean uniforms on a predetermined basis;
2. an initial issue to certain other employees who utilize dress uniforms, the maintenance of which is covered by *Miller*

form PA 618, Petty Cash Voucher, initiated by the employee and accompanied by cleaning receipts; and

3. some uniform items which are delivered in bulk to facilities for distribution to employees after appropriate records are prepared.
- B. Each employee is responsible for clothing issued to him while it is in his possession and must exercise reasonable care in the use of such clothing. Work uniforms may be worn only while on duty and must not be worn home without specific approval. When it is established by the organization unit head that clothing issued (1) has been lost by the employee to whom it was issued, through his own fault; or (2) has been damaged or destroyed due to failure of such employee to exercise reasonable care, the employee is required to pay the purchase cost of the article as shown in Exhibit B.

C. Issuance of Other Articles

1. Some articles of work clothing, such as winter parkas and overshoe boots, are purchased by the Port Authority and are issued to employees whose work requires their usage. Green parkas are requisitioned from the Work Uniform Services Section stockroom. Blue parkas are requisitioned on purchase orders as required. Overshoe boots are requisitioned from the Central Stockroom through the General Services Department. Parkas, overshoe boots, and other items purchased by the Port Authority may be worn only while on duty and must not be worn home without specific approval of the employee's supervisor.
2. When it is established by the organization unit head that an article of clothing purchased by the Port Authority and issued to an employee has been lost, damaged or destroyed under circumstances described in Par. VI, B, the employee is required to pay the purchase cost of the article as established by the General Services Department. The department to which the employee is assigned shall notify the Comptroller's Department by memorandum to make the appropriate deduction from the employee's paycheck. Such memorandum shall state the basis upon which the department has established the liability of the employee and show the accounting code to be charged. A copy of this memorandum shall be given to the employee.

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D. Issuance of Work Uniform Articles to New or Transferred Employees

1. The Personnel Department, as part of processing a new employee or a military leave returnee, completes form PA 2351, Work Uniform Request/Service Change and sends it to the Work Uniform Services Section with the new employee. The Work Uniform Services Section issues uniform items appropriate to the employee's position.
2. Prior to his transfer, an employee's unit completes form PA 2351, Work Uniform Request/Service Change as soon as knowledge of the transaction is known and forwards it to the Work Uniform Administrator.
3. A transferred employee takes with him to his new unit all his clean work uniforms issued by the Work Uniform Services Section only if they are required at or in his new assignment, otherwise they are turned in immediately. Soiled uniforms will be picked up by the Work Uniform Services Section from the old locker, cleaned, relabeled, and delivered to the new location. In all cases, overshoes and parkas are returned to the local unit. Form PA 1904, Information on Transferred Employees, is completed by the transferring unit and forwarded to the receiving unit. It lists disposition of uniforms and other articles of clothing issued to the employee.

E. Surrender of Port Authority Equipment and Property on Termination

1. Any employee whose service is terminating is required to turn in his uniforms and equipment prior to or on his last day of work. Prior to an employee's termination, his unit completes form PA 2351, Work Uniform Request/Service Change, as soon as knowledge of the transaction is known, and forwards it to the Work Uniform Administrator.
2. Form PA 646, Surrender of Port Authority Equipment and Property is prepared by the unit supervisor and forwarded to the Work Uniform Services Administrator after the employee's supervisor ascertains by telephone that all Library material of record has been surrendered and that no monies are owing to the Port Authority Treasurer.
3. The Work Uniform Administrator ascertains if any uniform items are missing and shows the quantity and cost of such articles in the "Remarks" column prior to forwarding

form PA 646, Surrender of Port Authority Equipment and Property, to the Personnel Department. The field supervisor is responsible for collecting all work clothing outstanding before the final paychecks are delivered. An employee's final paycheck will be withheld until discrepancies in the uniform and equipment list for that employee are explained. The amount to be deducted from the employee's final paycheck in payment for any missing articles is inserted by the terminating unit in the "Remarks" section of form PA 1899, Appointment or Separation of Permanent Employees. Failure to recover all garments or inability to recover the uniforms or monies for missing articles will result in a direct charge being made to the organizational unit involved.

## VII. Safety Eyewear Program

- A. The Port Authority Safety Eyewear Program is intended to aid in the prevention of serious eye injury to employees. Under this program, the Port Authority provides approved safety equipment including standard safety spectacles, standard cover goggles or face shields to all employees with exposure to eye injury. Cover goggles or face shields may be worn alone or over an employee's regular prescription glasses.
- B. For employees who wear prescription glasses and are subject to high-impact eye-exposure situations such as cutting, drilling, using a power saw or performing certain types of heavy labor in general maintenance categories, facility and unit supervisors recommend, for approval by the facility or unit manager, the purchase of prescription safety eyewear that meets American National Standards Institute Specification No. Z87.1-1968.
  1. A maximum of \$20.00 is allowed toward purchase of prescribed eyewear, the frequency of allowance to be determined by the facility or unit manager based on the employee's need for change in prescription or other acceptable reason.
  2. The employee selects an eye specialist of his choice who can provide both an eye examination and the desired prescription safety eyewear that meets Port Authority specifications. The eye specialist is free to obtain lenses and frames from any safety eyewear supplier, providing the completed glasses meet or exceed the American National Standards Institute Specification.



3. The employee submits to his eye specialist for completion form PA 3172, Certification of Prescription Safety Eyewear, in which the specialist describes the type of eyewear furnished and certifies that it complies with NASIS specifications.
4. The completed certification form and a sales receipt for the eyewear are attached to form PA 618, Petty Cash Voucher, and submitted to the facility or unit for reimbursement. An entry covering the eyeglasses is made on form PA 548B, Employee Equipment Record.

#### VIII. Safety Shoe Program

##### A. Eligibility


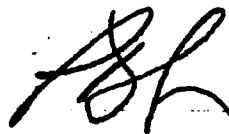
All maintenance personnel as well as employees in other groups with similar exposure to foot injuries, such as employees represented by the Building and Construction Trade Council, are eligible to participate in the Port Authority Safety Shoe Program.

##### B. Allowance

Employees are entitled to a \$20 allowance maximum per year for leather shoes with built-in safety caps conforming to American National Standard Z41.1-1967.

Employees receive an allowance for part or all of their actual expenditures for safety shoes up to \$20 per year on completion of form PA 618, Petty Cash Voucher (sales receipt attached) and wearing the shoes on the job. All Petty Cash Vouchers must show the date reimbursement for safety shoes was last made. Employees requesting the allowance for the first time write "First Time Allowance" on the Petty Cash Voucher form. The date of the purchase of the safety shoes is entered on form PA 548B, Clothing Equipment Record. The Inspection and Safety Division periodically audits safety shoe allowance refunds to determine compliance with the American National Standard.

Atts: Exhibit A - 2 pages  
Exhibit B - 1 page



**PARTICIPANTS IN UNIFORM ALLOWANCES PROGRAM**

PAI 20-4.01  
Exhibit A

**CATEGORY & EMPLOYEES INCLUDED**

**Dress Uniform**

- Air Terminal Receptionists
- Airport Operations Agents
- Helicopter Pilots
- Operations Service Supervisors\*
- Operations Group Supervisors\*
- Senior Airport Operations Agents
- Senior Terminal Services Agents
- Sky Caps
- Sky Cap Captains
- Terminal Services Agents

- Lobby Information Agents
- Red Caps
- Red Cap Captain

**NORMAL ALLOWANCE**

Uniforms are provided by the Work Uniform Services Section of General Services Department. Employees receive an initial issue. Replacement units are provided as required. Maintenance, except for "wash and wear," is covered by form PA 618, Petty Cash Voucher, initiated by the employee and accompanied by cleaning receipts.

Uniforms are provided by the Work Uniform Services Section of General Services Department. Employees receive one summer and one winter uniform and six shirts for each season. Replacement units are provided as required. Maintenance is covered by a Service Contract.

**DATES OF PAYMENT**

All members of the uniformed Police Force are eligible for uniform allowance except as provided below.

Members of the Police Force on permanent medical restriction are not eligible for any uniform allowance unless their duties require the wearing of a uniform. In such cases payment of the annual allowance will be made on recommendation by the Superintendent of Police and approval of the Personnel Director.

New members of the Police Force receive an initial issue from the Police Academy, but are not eligible for any uniform allowance in the calendar year in which they are employed. They are eligible for a full uniform allowance (\$200 covering replacement and upkeep) in the year following the calendar year in which they joined the Police Force.

The uniform allowance is granted for the subsequent year. It is paid annually by the Comptroller on the first payday in July. During the first week of June the Payroll Supervisor forwards a tabulated list of all eligible members to the Police Division for determination as to the amount of allowance to be granted to each member.

**PRORATED ALLOWANCES**

**On Return From Military Leave**

On return from Military leave, members of the Police Force absent on military leave at the normal time of payment receive a prorated payment.

The Police Division, by memorandum, requests the Payroll Supervisor to make a prorated payment following the employee's return to duty.

Month of Return	Replacement and Upkeep Allowance
July - September	\$200
October - December	150
January - March	100
April - June	50

Members of the Police Force who go on military leave after receiving their full allowance in July and return from military leave prior to the next date of payment are not eligible for a prorated allowance.

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**CATEGORY & EMPLOYEES**

**NORMAL ALLOWANCE**

**DATES OF PAYMENT**

**PRORATED ALLOWANCES**

Toll Collectors

Employees receive a basic uniform designed to cover an eight month period for fall, winter and spring and washable lightweight uniform suits for summer. Employees are eligible for an annual upkeep allowance of \$105. Replacement uniforms are issued as needed at no charge, except in the case of toll collector negligence.

The uniform allowance is paid by the Comptroller in two equal payments in February and June.

In calculating partial payments, the upkeep allowance is prorated at \$13.25 per whole month for the months October through May, with that portion due at the end of January and May, being paid in February and June respectively.

**Work Uniform**

Cleaners  
Food Service Workers  
Maintenance Personnel  
Clerical Aides  
Others

Uniforms are provided by the Work Uniform Services Section of General Services Department, which is responsible for maintaining the uniforms and for providing clean uniforms on a pre-determined schedule.

**SAFETY SHOE PROGRAM**

All maintenance and tolls personnel as well as employees in other groups with similar exposure to foot injuries are eligible to participate in the Port Authority Safety Shoe Program.

**SAFETY EYEWEAR PROGRAM**

The Port Authority provides approved safety equipment including standard safety spectacles, or standard cover goggles or face shields to all employees with exposure to eye injury. Employees who wear prescription glasses and work in high-impact eye-exposure situations are eligible for an allowance to purchase prescription safety eyewear.

\* Those required to wear uniforms

**SCHEDULE OF REPLACEMENT CHARGES FOR ITEMS ISSUED BY  
WORK UNIFORM SERVICES**

PAI 20-4.01  
Exhibit B

	Charge to Employee		Charge to Employee
<b>CAP</b>		<b>JACKET</b>	
Cover, Yellow B/H	\$3.50		
Frame - B/H	3.20	Blue	\$ 8.20
Green, Ski-type - Summer	1.80	Green	7.25
Green, Winter	2.20	Liner	2.80
<b>COAT</b>		<b>PANTS</b>	
Blue, Laboratory	6.00	Blue	4.90
Blue, Mailroom	7.50	Green, Summer	4.90
Tan, Laboratory	6.00	Green, Winter	5.60
Tan, Shop	7.00	White, B/H, Summer	4.80
White, Shop	6.40	White, B/H, Winter	6.25
		<b>PARKAS</b>	26.00
<b>COVER</b>		<b>SHIRT</b>	
Fender, acrilan	2.40	Blue, Chambray	2.50
Fender, cotton	1.10	Blue, Long Sleeve	3.60
		Blue, Short Sleeve	3.35
		Green, Summer, Long Sleeve	3.60
		Green, Winter	4.15
		White, Foreman, Long Sleeve	3.60
		White, B/H Short Sleeve	3.35
<b>COVERALLS</b>		<b>SMOCKS</b>	
Tan	5.50	Aqua	6.00
White	5.20	Green	7.00
<b>DUNGAREES</b>			
Blue, Denim	3.25		

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THE PORT AUTHORITY OF NEW YORK AND NEW JERSEY  
POLICE DIVISION INSTRUCTION

P.D.I. 7-8  
REGULATION POLICE EQUIPMENT  
REVISED NOVEMBER, 1983

I. INTRODUCTION

This instruction prescribes the standard regulation equipment that shall be carried by all members of the uniformed force while on duty.

II. STANDARDS

All equipment carried by a police officer must meet the standards set by the Superintendent of Police.

The term "regulation" when applied to police equipment described in this instruction, shall mean only those items of police equipment:

- a. Issued to recruits and replaced by the Port Authority. Items of regulation police equipment issued to recruits that are replaced by the Port Authority when worn or unserviceable, will not be replaced by any other method.
- b. Carried as stock in our Police Equipment Bureau. Items issued to recruits and replaced at the officer's own expense or items to be purchased at the officer's own expense must be purchased from the Port Authority Police Equipment Bureau to be considered regulation.

III. EQUIPMENT ISSUED TO RECRUITS

The following items comprise the initial issue of equipment that is made to a recruit who graduates from the Police Academy.

1. Breast shield and cap plate with identical identification numbers.
2. Revolver; .38 caliber police special, Colt or Smith and Wesson.
3. Regulation Black leather holster.
4. Police Identification card.
5. Uniform buttons, shoulder patch, and collar ornaments.
6. Police Division Instructions.
7. General Rules and Regulations for all Port Authority employees.
8. Regulation baton.

9. Radio case
10. Regulation whistle
11. Dropout black leather cartridge case for 12 cartridges.
12. Regulation white plastic traffic belt.
13. Regulation memorandum book.
14. Eighteen .38 caliber special, 158 grain +P factory manufactured semiwadcuter lead hollow point cartridges. (Armor piercing or jacketed bullets are prohibited).
15. Protective Vest.

NOTE: Items 1-9 will be replaced in kind by the Port Authority at no expense to the officer. Items 10-15 will be replaced at the officer's expense. Cartridges are available in lots of 10 at the P.A. Pistol Range.

IV. EQUIPMENT CARRIED BY MEMBERS OF THE FORCE WHEN ON DUTY

Members of the force shall carry only the following equipment when on duty.

A. On Patrol

1. Fully loaded issued revolver in an issued holster suspended on a Sam Browne black belt.
2. Twelve extra .38 caliber 158 grain +P grain factory manufactured semiwadcuter lead hollow point cartridges velocity round nosed factory manufactured lead cartridges in a regulation carrier or drop out black leather cartridge case.
4. Regulation baton (when prescribed by local facility instructions).
5. Regulation billy.
6. Regulation police whistle.
7. Summons holder with number and type of summonses as prescribed by facility.
8. Regulation white plastic traffic belt 2" wide.
9. Assigned radio case, when appropriate.
10. Regulation memorandum book - on each assigned tour of duty, the following entries shall be made:
  - a. Date

*Handwritten signature*

- b. Tour of Duty
- c. Post assignment
- d. Designated meal period (time and location)
- e. Complete and accurate entries of the duty performed, as well as all unusual occurrences on assigned posts, will be recorded. If there are no unusual occurrences- "nothing to report" shall be written.
- f. Absences from post, entered as occurs
  - 1. Reasons
  - 2. Time of departure
  - 3. Time of return
- g. Name of officer making the relief

All entries shall be made in chronological order in ink or ballpoint pen. At the completion of the tour, the entries will be assigned by the reporting officer.

Completed insert pads are to be retained indefinitely and produced on demand of a Superior Officer. Inspections of memorandum books are to be made at each roll call, or during tours of duty.

- 11. Personnel have the option to carry a personal revolver that has been registered, authorized and approved for use as on off-duty or second gun.
- 12. Any other equipment prescribed by the Facility Commanding Officer.

**B. Emergency Garage**

All members of the force assigned to the Emergency Garage function will wear their service revolvers and cartridge carriers, while in Garage clothes, as described in Section IV, A, items 1 and 2. Handcuffs may also be carried if approved by the facility Commanding Officer.

**V. BADGES OF OFFICE AND IDENTIFICATION**

**A. Police Shield and Cap Plates**

Police shields and cap plates for the appropriate rank shall be of the type prescribed and issued by the Superintendent of Police.

- 1. Police shields for the appropriate rank will be worn over the left breast of the outermost garment while
  - (a) in uniform;
  - (b) in emergency work clothes where the "house" assignment involves contact with the public. Regulation police uniform shirts and uniform hats will be worn with

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dungaree pants, by all officers assigned to the emergency garages, except those officers designated as "Squad Leaders and Firefighters".

2. Police shields shall be carried on one's person at all times and displayed on the outermost garment at the scene of a police emergency, or when visiting Police Division offices.

3. Cap plates shall be displayed at all times while on duty affixed to the prescribed cap for season and assignment.

4. Officers will have in their possession and display only that shield and hat plate assigned to them unless temporary shields and hat plates are issued to replace those being replaced or those reported lost. During these periods, the number of the temporary replacement shield will be used on all official correspondence such as summonses and reports.

**B. Police Identification Card**

The card issued by the Police Division and containing a photograph of the officer shall be the only type of police identification card carried by the officer. Miniature, duplicate and facsimile shields are prohibited. Officers are responsible for the proper use and safekeeping of the Police Identification Card. When displayed, the Police Identification Card will always be utilized in conjunction with the Officer's police shield.

**VI. SAFETY**

**A. White Traffic Belts**

At all facilities, members of the force assigned to traffic posts shall wear regulation white belts during the hours of darkness.

**VII. RESPONSIBILITY**

A. An officer is responsible for the safeguarding, appearance, serviceability and upkeep of all equipment, pursuant to this instruction.

B. The loss of any items of equipment requires that it be reported to the Commanding Officer and replaced in kind.

1. Items of equipment to be purchased by the officer will be obtained by filling out P.A. Form 2153, titled Police Equipment Order (See P.D.I. 7-9).

2. Items of equipment replaced by the Port Authority are available through the Office of the Commanding Officer.

C. Loss of the service revolver, breast shield, cap plate, or I.D. card shall be reported immediately to the Central Police Desk by telephone. Written notification will also be made without delay to the facility Commanding Officer and to the Superintendent of Police explaining the full particulars. The loss or improper use of these items will result in disciplinary action.



A spare revolver, shield and cap plate are kept on hand at the Central Police Desk and available for temporary replacement whenever a loss is reported.

VIII. CONTROLS

A. The Patrol Sergeant or designated supervisory officer is responsible for the inspection of all police personnel during his tour of duty.

1. Roll Call Inspection - all Police personnel standing roll call will be inspected for the condition of equipment required to be carried by them. Any deviation from the prescribed standards shall be brought to the attention of the inspecting officer's Supervisor who will direct what action will be taken.

2. Field Inspection - where starting times and detail assignments make it impossible for men to stand roll call, the supervisory officer responsible for roll call will personally inspect these officers at their place of assignment as early in the tour as is practicable and report omissions to his immediate supervisory officer.

B. Members of the Police Division shall, during staff inspections, notice the appearance and condition of uniforms and personal equipment. A report of their findings will be made known to the Superintendent of Police as well as the Commanding Officer of the facility.

IX. RECORDING ISSUE AND RETURN OF UNIFORMS AND EQUIPMENT

A. At the time of issuance of all equipment and uniforms, the officer signs a receipt on the reverse side of PA Form 548 (Clothing & Equipment Record).

B. Acknowledgement of the return of equipment is also recorded on the Clothing and Equipment Record (PA 548). Upon separation from the P.A., the employee's supervisor will insure the return of all Port Authority property and make the appropriate notation on the Clothing and Equipment Record, P.A. Form 646. Surrender of Port Authority Equipment, will also be completed at this time. Both forms listed above will be forwarded to the Records Section of the Personnel Department, for inclusion in the employee's personnel file.

C. Members currently assigned to each command shall be issued a radio case to be worn as appropriate while on duty. Upon transfer from the facility, the issued radio case will be returned to the facility Police Commanding Officer and he will be re-issued a radio case by his new Commanding Officer.

D. Replacement costs for loss of the radio case shall be at the Police Officer's expense.

X. POLICE EQUIPMENT STANDARDS COMMITTEE

A. Police Equipment Standards Committee shall consist of the Assistant Superintendent of Police who shall be the chairman, the Police Division Planning and Research Lieutenant, three members from the Port Authority. *mm*

Police Benevolent Association, one member each from the Port Authority Police Superior Officers Association, The Port Authority Police Sergeants Benevolent Association and the Port Authority Police Detectives Endowment Association.

B. The Police Equipment Standards Committee will maintain a continuous program of research in all aspects of police equipment. The Committee will make recommendations for implementation by the Superintendent of Police on:

- a. Equipment standards and specifications;
- b. Adoption of new items of equipment; and,
- c. Maintenance of equipment.

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## TUITION ASSISTANCE PROGRAM

### I. Introduction

This Policy Statement describes the Port Authority's policy regarding tuition assistance for Police Sergeants.

### II. Policy

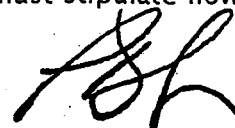
The Port Authority's Tuition Assistance Program provides an opportunity for eligible Police Sergeants to improve their skills and job performance and helps to establish a source of trained staff who can effectively contribute to carrying out the mission of the Port Authority. The program encourages Police Sergeants to obtain formal education on their own time in approved institutions of higher learning by reimbursing employees for all or part of their educational costs.

In addition to formal, degree-granting programs, the Port Authority may also provide tuition assistance to Police Sergeants who participate in non-traditional colleges or universities that are state accredited in New York and New Jersey, non-degree courses, certification or licensing programs, or review courses.

### III. Eligibility Criteria

#### A. Undergraduate and Graduate Courses and Program

1. Police Sergeants are eligible for tuition assistance as herein provided.
2. The Director of Public Safety/Superintendent of Police (or his/her specified designee) will approve applications for tuition assistance only if, in his/her judgment, the Police Sergeant/Applicant's work and attendance have been satisfactory. In addition, the Applicant must have shown sufficient initiative and promise in his or her performance to warrant undertaking training at Port Authority expense. Records of previous training or course work will also be taken into consideration.
3. Courses pursued must not interfere with the Applicant's normal job responsibilities.
4. Tuition assistance for enrollment and continued participation in undergraduate and graduate degree programs or individual undergraduate course must relate to a logical program of individual development within the scope of the Port Authority's activities.
5. Tuition assistance for enrollment in programs that have residency requirements, involve time off from work, and/or travel in connection with studies must be recommended in writing by the Director of Public Safety and approved by the Director, Human Resources. The recommendation must stipulate how the required



time off from work will be handled (e.g. use of Vacation or Personal Leave Days). Excused time may not be granted.

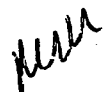
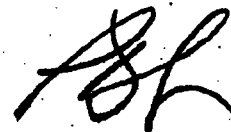
6. Tuition assistance for enrollment and continued participation in doctoral programs must be recommended by the Director of Public Safety and approved by the Director, Human Resources. Approval will be granted only if it has been determined that the Applicant's doctoral degree is a demonstrable necessity directly related to the Applicant's specific job functions and responsibilities. Continued participation in the doctoral program must be authorized each semester by the Director, Human Resources. In the absence of such authorization, tuition assistance will not be provided.
7. Tuition assistance for second degrees of the same kind (e.g. second Masters degree) must be approved by the Director, Human Resources.

#### B. Law School

1. Tuition assistance for law school (for the J.D., L.L.B., or L.L.M. Degree or equivalent) must be recommended in writing by the Director of Public Safety, concurred in by the Law Department, and approved by the Director, Human Resources.
2. A member of the Law Department designated by General Counsel interviews Police Sergeant applicants submitting initial applications for law school tuition assistance and makes a written recommendation to the Director, Human Resources as to whether reimbursement is warranted, based on an evaluation of the suitability of the Police Sergeant/Applicant to attend law school. The recommendation is evaluated by the Director, Human Resources and may be approved only if it has been determined that the degree is a demonstrable necessity directly related to the Police Sergeant/Applicant's specific job functions and responsibilities.
3. Law School tuition assistance is subject to the same financial assistance rates set for all other graduate students. The only exception to this is Law Interns who are required to be students in good standing at a recognized law school, and are, therefore, reimbursed 100% for their tuition expenses.

#### C. Authorization for Special Courses

1. Tuition assistance applications for specialized courses of study such as vocational training for secretarial or general clerical skills, and executive MBA programs require the approval of the Director, Human Resources.
2. If the Director of Public Safety determines that an Applicant should take a course that relates to the Applicant's current specific job function he/she may do so outside the purview of this Policy Statement. Costs incurred should be paid through the Voucher Check Request process.



3. Correspondence and other home study courses are not qualified for tuition assistance, nor are courses for which Port Authority "in-house" training is available within a reasonable period of time.

**IV. Coordination with Other Sources of Financial Assistance**

- A. Applicants must disclose all other training or educational allowances they are receiving on the Tuition Assistance Application (Form PA 1020).
- B. Applicants who are entitled to receive training or educational allowances from other sources, including fellowships, scholarships, grants-in-aid, or benefits received by veterans and active reservists from government-sponsored programs, may receive financial assistance under the Tuition Assistance Program only after funds from these other sources are fully utilized. Under no circumstances will the Port Authority duplicate any funds obtained from outside sources. If, however, the training allowances from these other sources do not fully cover tuition costs, the Port Authority will provide additional funding up to the full cost of approved courses within the limits specified herein.
- C. Failure to comply with the provisions of paragraphs A and B, above, will require the restitution by the Applicant of all funds to which he/she is not entitled, through a lump-sum payment or payroll deduction, and may also result in disciplinary action.

**V. Expenses Qualified for Reimbursement**

- A. The current schedule of tuition assistance allowances for undergraduate and graduate courses and the tax treatment of such allowances are outlined below:

- 1. Tuition Assistance Allowances

- a. Undergraduate work:

- 80% of actual tuition costs or up to \$125 per credit, whichever is greater, plus qualified fees.

- b. Graduate work

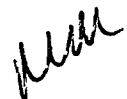
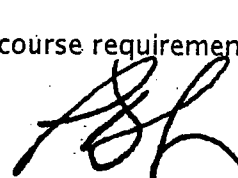
- 80% of actual tuition costs or up to \$140 per credit, whichever is greater, plus qualified fees.

- 2. Tax Treatment

The Applicant is personally responsible for any federal, state and local taxes which may be due under applicable tax laws as a result of having received tuition assistance. Applicants should contact the Payroll Supervisor in the General Accounting Section of the Comptroller's Department for further information.

- B. Fees qualified for reimbursement include:

- 1. Laboratory fees specifically related to course requirements.



2. Registration fees, when the amount of such a fee is specifically designated by the school attended.
  3. General or comprehensive fees up to a maximum of \$175 per semester, when an unspecified portion of such a mandatory fee is allocated to registration by the school attended.
- C. Parking fees, student fees, and other ancillary fees are not qualified for reimbursement under this program.
  - D. Expenses for books, equipment, supplies, materials, travel and room and board are not qualified for reimbursement under this program.

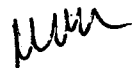
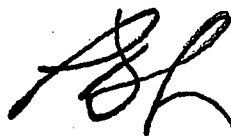
#### VI. Tuition Assistance Payments

- A. Tuition assistance payments are authorized by the Director of Public Safety or his/her specified designee upon receipt of proof of payment and certification of having achieved a grade of "C" or better at the undergraduate level or "B" or better at the graduate level for each course taken, provided the applicant is still employed by the Port Authority on the date the course is completed. Payment will be made for "Pass" or "Complete" grades when it is the policy of the school to grade courses with "Pass" - "fail" or "Complete" - "Incomplete" designations.
- B. Requests for Payment must be made within one year from the original course completion date shown on the application.
- C. Payments for any programs which do not fall into the category of university or college course work will be made only upon receipt of evidence of payment and certification that the Applicant successfully completed the course of study.

#### VII. Financial Hardship

If an Applicant demonstrates financial hardship that would prevent him/her from pursuing an education within the limits of this document, the Applicant may apply for advance payment of educational expenses by the Port Authority. Advance payment must be requested by the Applicant in a memorandum to the Director of Public Safety, who may approve or disapprove the request. Approval authority for this payment may not be delegated.

In the event an Applicant granted this privilege fails to maintain his/her employment and/or minimum grade qualifications for any course(s) for which expenses were advanced, he/she must repay the Port Authority in the amount of the advance. It is the Public Safety Department's responsibility to inform the Comptroller regarding repayment of the individual advance. Repayment time should not exceed a reasonable number of pay periods.



**USE OF RENTED AND EMPLOYEE-OWNED VEHICLES****I. Introduction**

This instruction describes the procedures governing the use of rented and employee-owned vehicles on Port Authority business. It supplements the instructions contained in PAI 15-3.02, The Port Authority Passenger Vehicle Use Program, and PAI 15-3.04, Use of Port Authority Passenger Vehicles.

**II. Rented Automobiles and Taxis****A. Rented Automobiles**

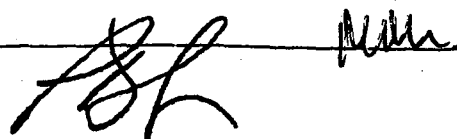
1. If no suitable Port Authority vehicles are available, the need to rent a passenger vehicle for use in the Port District on Port Authority business will be reviewed by the Operations Standards Division, Management Services Department. If the Operations Standards Division authorizes the rental, the Special Services Division, General Services Department will be responsible for making the necessary arrangements. In cases where this is impractical (e.g., Trade Development or Port Authority employees on business outside the Port District) the arrangements are made by the department concerned, with concurrence of the General Services Department. In the case of an emergency, the General Manager or Facility or Division Manager may authorize the use of a rental passenger vehicle. A memorandum of explanation should be sent to the Operations Standards Division, Management Services Department, as soon after the authorization as possible.
2. Accidents involving a vehicle rented by the Port Authority shall be reported as provided in PAI 55-3.01, Accident Reporting.

**B. Taxis**

Taxis may be used by employees on Port Authority business if circumstances warrant the expense. Reimbursement is obtained by inclusion of the expense in Expense Account, form PA 15, or Petty Cash Voucher, form PA 618 (see PAI 30-3.01, Expense Accounts).

**III. Rented Special Use Vehicles**

The need to rent a special use vehicle other than a passenger vehicle

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will be reviewed by the Operations Standards Division, Management Services Department. If the Operations Standards Division authorizes the rental, the Purchase and Supply Services Division, General Services Department, will be responsible for making the necessary arrangements. In the case of an emergency, the General Manager or Facility or Division Manager may authorize the rental of a special use vehicle. A memorandum of explanation should be sent to the Operations Standards Division, Management Services Department, as soon after the authorization as possible.

#### IV. Employee-Owned Vehicles

##### A. Authorization

1. Department Directors, deputy directors, organization unit heads, or their designees may authorize the use of employee-owned vehicles on Port Authority business when:
  - a. Public transportation is unavailable or impractical;
  - b. an employee is asked to respond from his or her home to an emergency situation and a Port Authority vehicle is not readily available; or
  - c. the use of an employee-owned vehicle would require significantly less mileage on an origin-destination basis than the use of a staff car.
2. Except in cases when an employee is asked to respond from his or her home to an emergency situation, the employee must obtain authorization on either a Daytime Vehicle Usage Authorization, form PA 2036, or Overnight, Weekend and Holiday Vehicle Usage Authorization, form PA 2927. In the space provided for vehicle number, the employee should write his or her license plate number.

##### B. Conditions of Use

1. Employee-owned vehicles are subject to the same regulations as prescribed for Port Authority vehicles when their use on Port Authority business is authorized (see PAI 15-3.02).
2. Except for emergency call-in, only those drivers who are authorized to drive Port Authority vehicles may be permitted to use their own vehicles on Port Authority business. Written authorization is obtained by completing a Daytime Vehicle Usage Authorization, form PA 2036, or Overnight, Weekend and Holiday Vehicle Usage Authorization, form PA 2927, using the employee's license plate number in place of the vehicle number.



### C. Reimbursement

1. a. When a department director or organization unit head requests an employee to use his or her own vehicle on Port Authority business, reimbursement is made at the rate of 18.5 cents per mile.

b. Personnel assigned to overseas trade offices are reimbursed for such vehicle use as follows:

London	-	33 cents per mile
Zurich	-	43 cents per mile
Tokyo	-	44 cents per mile

2. In addition, such other expenses as parking fees, non-Port Authority tolls, etc., will also be reimbursed as may be required. Expense accounts claiming such reimbursement will show the starting and ending odometer readings, total mileage, starting point, destination and the reason why the employee's car was used. In certain cases, employees will be reimbursed on the basis of mileage traveled from their normal work place instead of mileage traveled from home. Expenses for repairs (other than for damages sustained in an accident) made to an employee-owned vehicle while in use on Port Authority business, and other vehicle maintenance costs, are not reimbursable (see Paragraph D, 4 below).

### D. Accidents and Liability for Damages

1. Accidents arising out of the operation of an employee-owned vehicle on Port Authority business shall be fully reported as provided in PAI 55-3.01.
2. In the case of a claim against an employee for damages to third persons arising out of the operation of an employee-owned vehicle on Port Authority business, the employee against whom the claim is made should immediately notify his or her organization unit head, the Claims Section of the Law Department, and, if applicable, his or her insurance carrier. Such claims are deemed to be potential claims against the Port Authority and the provisions of the Board Resolution of May 12, 1955, relative to the settlement of such claims, will apply.
3. If the employee carries insurance against such claims, the Port Authority will pay only the amount by which the claim exceeds the insurance.

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4. In the event any employee-owned vehicle on Port Authority business is damaged through accident, the Port Authority shall recompense the owner for that portion of losses deemed unrecoverable. The latter may include such losses as the amount deductible under a collision policy or for other losses not covered by insurance. Employees seeking unrecoverable expenses should contact the Claims Section, Law Department, for instructions.

E. Settlement of Claims

1. Employees whose vehicles have been damaged while on Port Authority business and who may be eligible for repayment of unrecoverable losses in accordance with the provisions of Paragraph IV, D. 4 shall, in all cases, comply with the following. Under any circumstances the cost of repairing the vehicle is to be estimated by a reputable, established auto body firm. An itemized statement must be included together with any copies of supplementary bills or statements.
2. The employee prepares a memorandum which includes all pertinent information concerning the expected cost of repairs and any unrecoverable losses and forwards the memorandum to his or her department director. The department director indicates on the employee's memorandum whether use of the vehicle on Port Authority business had been authorized and forwards the memorandum to the Claims Section.
3. Upon review, the Claims Section forwards approved claims to the Comptroller's Department for processing. In the event the claim is not approved for payment, the Claims Section notifies the claimant of the disapproval.

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## ISSUANCE AND USE OF PORT AUTHORITY PASSES

### I. Introduction

This instruction sets forth the policies and procedures governing the issuance and use of Port Authority passes.

### II. Passes

#### A. Annual Passes

Annual passes are issued to present and past Commissioners, officers, other executive staff members of the Port Authority and a limited number of officials of New Jersey and New York and of municipalities in the Port District. Annual passes are for the use of a specific individual and are not transferable. Cars carrying a passholder presenting his annual pass are permitted free passage at tunnels and bridges and use of air terminal parking lots. An annual passholder who uses an air terminal parking lot will, upon presenting his pass, sign the parking lot ticket, write the pass number thereon, and give the ticket to the lot attendant. There is no time limitation on free parking privilege.

#### B. Employee Passes

Port Authority photographic identification must be presented when any employee pass is used.

##### 1. Commutation Passes

Form PA 166, Commutation Passes, are issued on request to any Port Authority employee regardless of length of service for commuting only to and from work via tunnels or bridges in his own car or one owned by any of the following:

Husband	Father	Son	Brother
Wife	Mother	Daughter	Sister

This pass is not valid for use in airport parking lots.

2. Personal Passes

- a. Form PA 378, Personal Passes, are issued upon request, in accordance with the pass allowance schedule given below, to Port Authority permanent and project employees, retired employees, and employees on military leave for use at tunnels, bridges and some air terminal parking lots.

The calendar year pass allowance is:

<u>Length of P. A. Service</u>	<u>Number of Books</u>
Less than 9 months	None
9 months but less than 1 year	1
1 year but less than 7 years	4
7 years and over	5

Retired employees and employees on military leave receive the same allowance to which they would be entitled if their Port Authority service was not interrupted.

- b. Use of Personal Passes is subject to the following:

- (1) They are not transferable.
- (2) They can be used for a motorcycle or an automobile (including attached trailer) in which the employee is riding.
- (3) They are not valid in Parking Lot 6 (Pan American Roof Top) at JFKIA, and in Hourly Parking Lots A, B and C at Newark International Airport.
- (4) Use of Central Terminal Area parking lots is limited to a maximum period of four hours at no charge. Employees parking beyond the four-hour limit are required to pay the regular public parking rate from the time the vehicle was initially parked. Use of the Long Term Parking Lots is limited to a maximum period of 24 hours at no charge. Employees parking beyond the 24-hour limit are required to pay the parking charges for time in excess of 24 hours, starting with first day rates. An employee who uses an airport parking lot must, on leaving the parking lot, write the parking lot ticket serial number on the personal pass, sign it, and sign the parking lot ticket before

Revised December 20, 1973

submitting them to the parking attendant. If the parker is on official Port Authority business, he should pay the appropriate charge, ask for a receipt and submit it to the Port Authority for reimbursement.

- (5) Use of Port Authority personal passes for free parking in airport public lots is a privilege for isolated instances of parking. Personal passes are not to be used to park while Port Authority employees are at their airport job.

### C. Official Business Passes

Official Business Passes, form PA 430, are issued to contractors and other selected individuals who use tunnels and bridges or air terminal parking lots while making trips on Port Authority business in other than Port Authority vehicles. A pass holder who uses an airport parking lot must, upon leaving the parking lot, sign and date both the Official Business Pass (form PA 430) and the parking lot ticket, and submit both to the lot attendant. If the parker is on official Port Authority business, he should pay any charge over 24 hours based on the rate progression set forth in the Schedule of Charges, ask for a receipt and submit it for reimbursement to the Port Authority.

## III. Additional Free Use of Air Terminal Parking Lots, Tunnels and Bridges

### A. Free parking at air terminal parking lots is provided for:

1. Port Authority vehicles. Except for Parking Lot 6 (Pan American Roof Top) at JFKIA and Hourly Parking Lots A, B, and C at Newark International Airport, the free use of air terminal parking lots is unlimited. When a Port Authority Vehicle Pass, form PA 684, is presented for payment, the employee must sign his name and print the P.A. vehicle number on both the vehicle pass and parking lot ticket, and submit both to the parking lot attendant. If the employee cannot present a vehicle pass he must sign his name and print the P.A. vehicle number on the parking lot ticket and submit it to the parking lot attendant.
2. Vehicles carrying newsmen and photographers with press passes. (Press vehicles which park in excess of 24 hours will be required to pay the parking charges for time in excess of 24 hours, starting with first day rate. Newsmen.

with proper press credentials can park in excess of 24 hours at no charge in certain designated "long-term" airport lots provided they turn in to the cashier at time of exit, written permission (Port Authority Press Parking Permit) from the Port Authority Public Affairs Department or Airport Manager. In exceeding the time limit specified in the special parking permit for the "long term" lots, newsmen are required to pay the parking charges for time parked in excess of the specified period, starting with the first day rates.) In JFKIA Parking Lot 6 free parking time is limited to the first six hours of parking; after the expiration of the first six-hour parking period, the lot 6 parking charges shall commence.

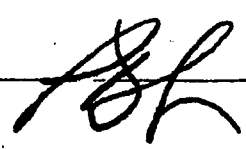
3. Vehicles carrying the following persons on official business at the air terminal:
  - a. employees of public utility companies in company identified vehicles;
  - b. Federal, state or municipal police officers;
  - c. health, fire, building, labor or sanitation inspectors;
  - d. Federal Aviation Administration, Civil Aeronautics Board, Federal Communications Commission, and the National Transportation Safety Board employees; see the paragraph below for restrictions on the use of this privilege.

For Federal Aviation Agency employees stationed at the Federal Building, John F. Kennedy International Airport, free parking privileges are permitted in that area only, unless official duties require their presence at another air terminal or elsewhere at that Airport.

If such official business requires parking for more than 24 hours, prior permission must be obtained from the Airport Manager, otherwise the vehicle will be required to pay parking charges for the time in excess of 24 hours, starting with the first day rate.

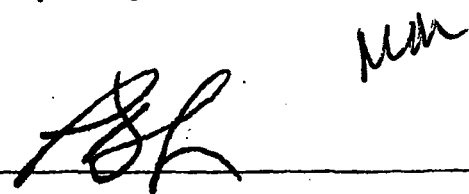
4. Vehicles carrying employees of lessees and permittees whose leases or permits provide for free parking.
5. Vehicles carrying or waiting for any of the following and their official parties:
  - a. President and Vice President of the United States;

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Revised December 20, 1973

- b. all U.S. Senators from and Governors of New York and New Jersey;
  - c. all U.S. Congressmen from the Port District;
  - d. Mayors of municipalities in which Port Authority air terminals are totally or partially located;
  - e. Chiefs of Staff of the Army and Air Force, the Chief of Naval Operations, the Commandant of the Marine Corps and Chiefs of Military Missions;
  - f. foreign Ambassadors and Consul-Generals or individuals of equivalent rank.
- B. Free use of Parking Lot 6 (Pan American Roof Top) at JFKIA is not available to vehicles enumerated in Par. III, A, 1, 3 and 4.
- C. Free use of tunnels and bridges is provided for:
- 1. Port Authority vehicles;
  - 2. public utility vehicles providing the trip is necessary for inspection and/or repair to the crossing used;
  - 3. police and fire equipment domiciled in the States of New York or New Jersey, providing such vehicles have permanent exterior identifying markings;
  - 4. vehicles used in the course of an inspection tour conducted or approved by the Port Authority;
  - 5. vehicles displaying civil defense placards and properly identified public utility equipment during official civil defense drills (provided prior notice of such tests has been received by the Port Authority) or in the event of enemy attack;
  - 6. all ambulances other than commercial;
  - 7. commercial towing vehicles returning from service calls on Port Authority property who use the facility are permitted free passage on the immediate return trip;
  - 8. off-route vehicles are permitted free passage in both directions;



9. military convoys rendering aid pursuant to the terms of the New Jersey - New York Mutual Military Assistance Pact;
10. police and fire vehicles going to and from emergency calls;
11. vehicles operated by Port Authority contractors in connection with the performance of work under their Port Authority contracts.

#### IV. Requisitioning Passbooks

Passbooks are requisitioned from the Treasury Department in multiples of five by the organization unit head. Ticket and/or Pass Requisition and Receipt, form PA 281, is prepared in triplicate by the custodian and approved by the department head or facility manager. (See instruction on form PA 281 for distribution.)

#### V. Issuance of Passes

##### A. Annual Passes

Annual passes are in the custody of and are distributed by the Executive Director. The Executive Director furnishes a list of pass holders to the Directors of Aviation and Tunnels and Bridges for distribution to their facilities.

##### B. Commutation Passes

The custodian should be certain that the employee's residence and place of work require use of these passes. Passes are issued one book at a time by the custodian who checks the date the previous book was issued to control misuse. The employee inserts his/her name and the vehicle license number on the receipt (first page of book) and the vehicle license number, in ink, on the stub of the passbook. The custodian inserts the employee's name and the date issued on the receipt which is filed.

##### C. Personal Passes

1. Passes are issued, one book at a time, by the custodian who checks the employee's allowance and the number of books previously issued to insure that the allowance is not exceeded. The employee signs the receipt and the custodian inserts the employee's name and the date on the receipt which is filed.
2. Passes for retired employees and employees on military leave are issued by the Personnel Benefits and Activities Division, Personnel Department upon request of individuals.

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3. Department Directors are authorized to increase the scheduled allowance when the need is clearly demonstrated.

#### D. Official Business Passes

The custodian inserts the bearer's name, date and reason for issuance on the stub. The stub remains attached to the book.

### VI. General

#### A. Employee Leaving Port Authority Service

The organization unit head is responsible for obtaining unused passes from employees leaving the Port Authority.

#### B. Transferred Employee

The organization unit head is responsible for informing the new unit on form PA 1904, Transmittal of Personnel Records, of the number of form PA 378 books issued during the current year and the date the last form PA 166 book was issued.

#### C. Unused Passes

Employees return unused passes to the custodian when no longer needed. Unused passes are then sent to the Comptroller's Department (Audit Division) with a memorandum which includes the name of the employee to whom issued and book and coupon numbers. The Comptroller's Department destroys the passes and discards the memorandum after checking book and coupon numbers.

#### D. Lost Passes

An employee immediately reports lost passes to the custodian who makes a notation of the loss on the receipt (see V, B or C above). Replacement of lost passes is authorized if, in the unit head's opinion, circumstances warrant.

#### E. Misuse of Passes

Charges are preferred, and the employee is subject to cancellation of the pass privilege for misuse of passes.

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POLICE SERGEANT POSITION AND/OR ASSIGNMENT LIST

I. Administrative Chart Positions

To work steady Day Tours, Monday through Friday, with Saturday and Sunday as regular days off. Will also receive eleven (11) Port Authority Holidays and six (6) additional days off to receive a minimum of 121 and a maximum of 123 regular days off (RDO's) per calendar year.

<u>Facility Police Command</u>	<u>Position</u>
Police Headquarters	Equipment Sergeant #
Police Headquarters	Special Services Sergeant #
Police Headquarters	Administrative/ Absence Control Sergeant
Police Headquarters	Administrative/ Absence Control Sergeant
Police Headquarters	Court Liaison Sergeant #
Police Headquarters	Court Liaison Sergeant #
Police Headquarters	Court Liaison Sergeant
Central Police Desk/SOD	Administrative Sergeant #
Police Academy	Range Sergeant #
Police Academy	Fire School Sergeant #
Police Academy	Fire School Sergeant #
Police Academy	Emergency Services Sergeant #
LGA	Construction Sergeant
JFKIA	Administrative Sergeant

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<u>Facility Police Command</u>	<u>Position</u>
JFKIA	Hack Sergeant
PABT	Youth Services Sergeant
PABT	Administrative Sergeant
LT	Administrative Sergeant
CIB	JFKIA CCPU/CTFU Detective Sergeant
CIB	LGA Detective Sergeant
CIB	Police Headquarters Detective Sergeant #

# Denotes Superintendent's Selection for transfer to said position in accordance with Document "C" of the Memorandum of Agreement

II. Administrative Chart Positions

To work Day, Afternoon Tours, Monday through Friday, with Saturday and Sunday as regular days off. Will also receive eleven (11) Port Authority Holidays and six (6) additional days off to receive a minimum of 121 per calendar year and a maximum of 123 regular days off (RDO's) per calendar year.

<u>Facility Police Command</u>	<u>Position</u>
GWB	Patrol Sergeant
GWB	Patrol Sergeant
SIB/Teleport	Patrol Sergeant
SIB/Teleport	Patrol Sergeant
LT	Patrol Sergeant
LT	Patrol Sergeant
HT	Patrol Sergeant
HT	Patrol Sergeant

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**Facility Police Command**

**Position**

Police Academy	Sergeant #
Police Headquarters	Internal Investigations #
Police Headquarters	Internal Investigations #
Police Headquarters	Internal Investigations #
Police Headquarters -SOD	K-9 Coordinator Sgt (1)#
Police Headquarters -SOD	K-9 Coordinator (2)#

**III. Details**

**Facility Police Command**

**Position**

Police Headquarters	Court Liaison Sergeant
Police Headquarters	Court Liaison Sergeant
Police Headquarters	Court Liaison Sergeant
Police Headquarters - SOD	Canine Coordinator (2 positions)
Police Headquarters - SOD	ESU (5 positions)
Police Headquarters	Internal Investigations
Police Headquarters	Internal Investigations
Police Headquarters	Internal Investigations
Police Academy	Fire School Sergeant
Police Academy	Fire School Sergeant
Police Academy	Sergeant
Police Academy	ESU Sergeant
Police Academy	Range Sergeant
JFKIA	Administrative Sergeant
Central Police Desk/SOD	Administrative Sergeant

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<u>Facility Police Command</u>	<u>Position</u>
PABT	Youth Service Sergeant
PABT	Administrative Sergeant
LT	Administrative Sergeant
CIB	JFKIA CCPU/CTFU Detective Sergeant
NLIA	Teterboro Airport (Effective 12/1/05)

Details require specialized training and shall be filled in accordance with provisions of this Memorandum of Agreement.

**IV. SUPERINTENDENTS' SELECTION** (transfer to said position in accordance with Document "C" annexed to the Memorandum of Agreement.)

<u>Facility Police Command</u>	<u>Position</u>
Police Headquarters	Equipment Sergeant
Police Headquarters	Special Services Sergeant
Police Headquarters	Detective Sergeant - Police Headquarters
Police Headquarters- SOD	K-9 Coordinator (2 positions)
Police Headquarters - SOD	ESU (5 positions)
Police Headquarters	Court Liaison Sergeant(NLIA)
Police Headquarters	Court Liaison Sergeant(JFK)
Police Headquarters	Internal Investigations
Police Headquarters	Internal Investigations
Police Headquarters	Internal Investigations

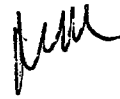
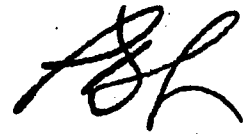
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<b><u>Facility Police Command</u></b>	<b><u>Position</u></b>
Police Academy	Range Sergeant
Police Academy	Fire School Sergeant
Police Academy	Fire School Sergeant
Police Academy	Sergeant
Police Academy	ESU Sergeant
Central Police Desk	Administrative Sergeant

V. **Squad and Positions**.

All other Sergeant assignments, including any new assignments not listed in Paragraph III and IV above as Details, Superintendent's Selection (21 positions only) shall be considered squad and positions and filled in accordance with the provisions of this Memorandum of Agreement.


All above positions and assignments shall be maintained in accordance with the provisions of this Memorandum of Agreement.

SGT FORCE TOTALS

DOCUMENT "M"  
POLICE SERGEANT/DETECTIVE SERGEANT

POSITION AND/OR ASSIGNMENT LIST

									
COMMAND	Rank	15 SQD	Day/After	Mid Night	Day	Afternoon	VR	Total	
LT	SGT		2 ADM		1ADM			3	
GWB	SGT		2 ADM					2	
PABT	SGT		11	3	2ADM			16	
SUB TOTAL									
PATH	SGT		8	5(1 ADM)				13	
WTC	SGT		3					3	
HT-BP	SGT		2 ADM					2	
SUB TOTAL									
NIA	SGT		10	3	1ADM	1		15	
TET	SGT								
NJMT	SGT		2	1		1		4	
SIB/TEL			2 ADM					2	
SUB TOTAL									
JFKIA	SGT		17	4	2ADM	3		26	
LGA	SGT		6	2	1ADM			9	
SUB TOTAL									

365

\*VR ONLY IN CIB  
CIB (1) Police HQ  
(1) JFKIA CCPU/CTFU  
(1) LGA

*Handwritten initials/signature*

SGT FORCE TOTALS

DOCUMENT "M"  
POLICE SERGEANT/DETECTIVE SERGEANT

POSITION AND/OR ASSIGNMENT LIST

	Rank	15 SQD	Day/After	Mid Night	Day	Afternoon	VR	Total	
POL ACAD	ACAD		1ADM		1			2	
UNIT 114	RANGE				1ADM			1	
	JFK FIRE				2ADM			2	5
SOD									
UNIT-118	ESU		3	1				4	
	K-9		2ADM					2	6
CPD	SGT-113		3	1	1ADM			5	5
SP SERV	SGT-113				1ADM			1	1
HQ -EQUIP	SGT-113				1ADM			1	1
HQ-NJ CT	SGT-113				1ADM			1	1
HQ-JFK CT	SGT-113				1ADM			1	1
HQ-NY CT	SGT-113				1ADM			1	1
HQ ACU	SGT-111				2ADM			2	2
SBA Pres	SGT -111				1ADM			1	1
SIU	SGT-110		3ADM					3	3
CIB	DET SGT		9	1	3		2*	15	15
SUB TOTAL									
TOTAL									

366

\*VR ONLY IN CIB  
CIB (1) Police HQ  
(1) JFKIA CCPU/CTFU  
(1) LGA

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DOCUMENT "N"  
 SBA WORK CHART #01-15 SQUAD CHART  
 ROTATING DAYS & TOURS - 30 DAY CYCLE  
 FORMERLY WORK CHART AA-JFK-PATH-LGA-NIA ONLY

<u>No.</u>	<u>DATE</u>	<u>DAY</u>	<u>NIGHTS</u>	<u>DAYS</u>	<u>AFTERNOONS</u>	<u>RDO</u>
1	1/1/2005	Saturday	2, 9	3, 6, 11, 14	5, 8, 12, 15	1, 4, 7, 10, 13
2	1/2/2005	Sunday	2, 10	4, 7, 11, 14	1, 5, 8, 13	3, 6, 9, 12, 15
3	1/3/2005	Monday	2, 10	4, 7, 11, 14	1, 5, 8, 13	3, 6, 9, 12, 15
4	1/4/2005	Tuesday	3, 10	4, 7, 12, 15	1, 6, 9, 13	2, 5, 8, 11, 14
5	1/5/2005	Wednesday	3, 10	4, 7, 12, 15	1, 6, 9, 13	2, 5, 8, 11, 14
6	1/6/2005	Thursday	3, 11	5, 8, 12, 15	2, 6, 9, 14	1, 4, 7, 10, 13
7	1/7/2005	Friday	3, 11	5, 8, 12, 15	2, 6, 9, 14	1, 4, 7, 10, 13
8	1/8/2005	Saturday	4, 11	1, 5, 8, 13	2, 7, 10, 14	3, 6, 9, 12, 15
9	1/9/2005	Sunday	4, 11	1, 5, 8, 13	2, 7, 10, 14	3, 6, 9, 12, 15
10	1/10/2005	Monday	4, 12	1, 6, 9, 13	3, 7, 10, 15	2, 5, 8, 11, 14
11	1/11/2005	Tuesday	4, 12	1, 6, 9, 13	3, 7, 10, 15	2, 5, 8, 11, 14
12	1/12/2005	Wednesday	5, 12	2, 6, 9, 14	3, 8, 11, 15	1, 4, 7, 10, 13
13	1/13/2005	Thursday	5, 12	2, 6, 9, 14	3, 8, 11, 15	1, 4, 7, 10, 13
14	1/14/2005	Friday	5, 13	2, 7, 10, 14	1, 4, 8, 11	3, 6, 9, 12, 15
15	1/15/2005	Saturday	5, 13	2, 7, 10, 14	1, 4, 8, 11	3, 6, 9, 12, 15
16	1/16/2005	Sunday	6, 13	3, 7, 10, 15	1, 4, 9, 12	2, 5, 8, 11, 14
17	1/17/2005	Monday	6, 13	3, 7, 10, 15	1, 4, 9, 12	2, 5, 8, 11, 14
18	1/18/2005	Tuesday	6, 14	3, 8, 11, 15	2, 5, 9, 12	1, 4, 7, 10, 13
19	1/19/2005	Wednesday	6, 14	3, 8, 11, 15	2, 5, 9, 12	1, 4, 7, 10, 13
20	1/20/2005	Thursday	7, 14	1, 4, 8, 11	2, 5, 10, 13	3, 6, 9, 12, 15
21	1/21/2005	Friday	7, 14	1, 4, 8, 11	2, 5, 10, 13	3, 6, 9, 12, 15
22	1/22/2005	Saturday	7, 15	1, 4, 9, 12	3, 6, 10, 13	2, 5, 8, 11, 14
23	1/23/2005	Sunday	7, 15	1, 4, 9, 12	3, 6, 10, 13	2, 5, 8, 11, 14
24	1/24/2005	Monday	8, 15	2, 5, 9, 12	3, 6, 11, 14	1, 4, 7, 10, 13
25	1/25/2005	Tuesday	8, 15	2, 5, 9, 12	3, 6, 11, 14	1, 4, 7, 10, 13
26	1/26/2005	Wednesday	1, 8	2, 5, 10, 13	4, 7, 11, 14	3, 6, 9, 12, 15
27	1/27/2005	Thursday	1, 8	2, 5, 10, 13	4, 7, 11, 14	3, 6, 9, 12, 15
28	1/28/2005	Friday	1, 9	3, 6, 10, 13	4, 7, 12, 15	2, 5, 8, 11, 14
29	1/29/2005	Saturday	1, 9	3, 6, 10, 13	4, 7, 12, 15	2, 5, 8, 11, 14
30	1/30/2005	Sunday	2, 9	3, 6, 11, 14	5, 8, 12, 15	1, 4, 7, 10, 13

**NOTE:**

1. Subsequent days in this work chart will be a repeat of the days shown above until the chart assignments are shown for the entire year. The full work chart for each year covered under this agreement will be posted by December 1 of the year preceding the posted year.

- As defined in Section XV, 1, b of the Memorandum of Agreement
- Only Posted at these Commands so long as all 15 positions in the chart are posted to be filled

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DOCUMENT "N"  
SBA WORK CHART #02 - ADMINISTRATIVE CHART

Works steady Day, Afternoon, Night Tours - Monday through Friday, Saturday and Sunday as RDO's. Receive 11 Port Authority Holidays and no fewer than 121 or more 123 RDO's per calendar year. The Day, Afternoon and Night tours are considered as separate work charts in accordance with the provisions contained in Section XII, 7, a, b and c of the Memorandum of Agreement.

7 DAY CYCLE

FORMERLY WORK CHART W1 DAY TOUR ONLY AT ALL COMMANDS

<u>No.</u>	<u>DATE</u>	<u>DAY</u>	<u>NIGHTS</u>	<u>DAYS</u>	<u>AFTERNOONS</u>	<u>RDO</u>
1	1/1/2005	Saturday				
2	1/2/2005	Sunday				A, B, C
3	1/3/2005	Monday	C	A	B	A, B, C
4	1/4/2005	Tuesday	C	A	B	
5	1/5/2005	Wednesday	C	A	B	
6	1/6/2005	Thursday	C	A	B	
7	1/7/2005	Friday	C	A	B	
8	1/8/2005	Saturday				
9	1/9/2005	Sunday				A, B, C
10	1/10/2005	Monday	C	A	B	A, B, C
11	1/11/2005	Tuesday	C	A	B	
12	1/12/2005	Wednesday	C	A	B	
13	1/13/2005	Thursday	C	A	B	
14	1/14/2005	Friday	C	A	B	
15	1/15/2005	Saturday				
16	1/16/2005	Sunday				A, B, C
17	1/17/2005	Monday				A, B, C
18	1/18/2005	Tuesday	C	A	B	A, B, C
19	1/19/2005	Wednesday	C	A	B	
20	1/20/2005	Thursday	C	A	B	
21	1/21/2005	Friday	C	A	B	
22	1/22/2005	Saturday				
23	1/23/2005	Sunday				A, B, C
24	1/24/2005	Monday	C	A	B	A, B, C
25	1/25/2005	Tuesday	C	A	B	
26	1/26/2005	Wednesday	C	A	B	
27	1/27/2005	Thursday	C	A	B	
28	1/28/2005	Friday	C	A	B	
29	1/29/2005	Saturday				
30	1/30/2005	Sunday				A, B, C
31	1/31/2005	Monday	C	A	B	A, B, C

**NOTE:**

1. Subsequent days in this work chart will be a repeat of the days shown above until the chart assignments are shown for the entire year. The full work chart for each year covered under this agreement will be posted by December 1 of the year preceding the posted year.

- As defined in Section XV, 1, b of the Memorandum of Agreement

DOCUMENT "N"  
SBA WORK CHART #06 - DAY TOUR/AFTERNOON TOUR  
STEADY DAYS OFF

<u>POSITION</u>	<u>RDO</u>
A	SUN & MON (THIRD TUES)
B	FRI & SAT (THIRD THURS)
C	WED - THURS, TUES - WED (TUES-WED-THURS)

FORMERLY WORK CHART KK - DET/SGT'S CIB, CENTRAL POLICE SERGEANTS,  
PABT

<u>No.</u>	<u>DATE</u>	<u>DAY</u>	<u>DAY</u>	<u>AFTERNOONS</u>	<u>RDO</u>
1	1/1/2005	Saturday	C	A	B
2	1/2/2005	Sunday	C	B	A
3	1/3/2005	Monday	C	B	A
4	1/4/2005	Tuesday	A	B	C
5	1/5/2005	Wednesday	A	B	C
6	1/6/2005	Thursday	A	B	C
7	1/7/2005	Friday	A	C	B
8	1/8/2005	Saturday	A	C	B
9	1/9/2005	Sunday	B	C	A
10	1/10/2005	Monday	B	C	A
11	1/11/2005	Tuesday	B	C	A
12	1/12/2005	Wednesday	B	A	C
13	1/13/2005	Thursday	B	A	C
14	1/14/2005	Friday	C	A	B
15	1/15/2005	Saturday	C	A	B
16	1/16/2005	Sunday	C	B	A
17	1/17/2005	Monday	C	B	A
18	1/18/2005	Tuesday	A	B	C
19	1/19/2005	Wednesday	A	B	C
20	1/20/2005	Thursday	A	C	B
21	1/21/2005	Friday	A	C	B
22	1/22/2005	Saturday	A	C	B
23	1/23/2005	Sunday	B	C	A
24	1/24/2005	Monday	B	C	A

**NOTE:**

1. Subsequent days in this work chart will be a repeat of the days shown above until the chart assignments are shown for the entire year. The full work chart for each year covered under this agreement will be posted by December 1 of the year preceding the posted year.

- As defined in Section XV, 1, b of the Memorandum of Agreement

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DOCUMENT "N"  
 SBA WORK CHART #07 - DAY TOURS/AFTERNOON TOURS  
 ROTATING DAYS OFF  
 12 DAY CYCLE

FORMERLY WORK CHART BB, WTC, NJMT, JFKIA, PABT, LGA, PATH, NIA

<u>No.</u>	<u>DATE</u>	<u>DAY</u>	<u>DAYS</u>	<u>AFTERNOONS</u>	<u>RDO</u>
1	1/1/2005	Saturday	2	3	1
2	1/2/2005	Sunday	2	1	3
3	1/3/2005	Monday	2	1	3
4	1/4/2005	Tuesday	3	1	2
5	1/5/2005	Wednesday	3	1	2
6	1/6/2005	Thursday	3	2	1
7	1/7/2005	Friday	3	2	1
8	1/8/2005	Saturday	1	2	3
9	1/9/2005	Sunday	1	2	3
10	1/10/2005	Monday	1	3	2
11	1/11/2005	Tuesday	1	3	2
12	1/12/2005	Wednesday	2	3	1

**NOTE:**

1. Subsequent days in this work chart will be a repeat of the days shown above until the chart assignments are shown for the entire year. The full work chart for each year covered under this agreement will be posted by December 1 of the year preceding the posted year.

- As defined in Section XV, 1, b of the Memorandum of Agreement
- Only posted at these facilities so long as at least one complete set of positions 1,2 and 3 are filled.

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DOCUMENT "N"  
SBA WORK CHART #20

Day Tour/Afternoon Tour Monday through Friday, Saturday and Sunday as RDO's. Receive 11 Port Authority Holidays and no fewer than 121 or more 123 RDO's per calendar year.

7 DAY CYCLE

FORMERLY WORK CHART XX - LT, HT, GWB, SIB

<u>No.</u>	<u>DATE</u>	<u>DAY</u>	<u>DAY</u>	<u>AFTERNOONS</u>	<u>RDO</u>
1	1/1/2005	Saturday			B, C
2	1/2/2005	Sunday			B, C
3	1/3/2005	Monday	B	C	
4	1/4/2005	Tuesday	B	C	
5	1/5/2005	Wednesday	B	C	
6	1/6/2005	Thursday	B	C	
7	1/7/2005	Friday	B	C	
8	1/8/2005	Saturday			B, C
9	1/9/2005	Sunday			B, C
10	1/10/2005	Monday	C	B	
11	1/11/2005	Tuesday	C	B	
12	1/12/2005	Wednesday	C	B	
13	1/13/2005	Thursday	C	B	
14	1/14/2005	Friday	C	B	
15	1/15/2005	Saturday			B, C
16	1/16/2005	Sunday			B, C
17	1/17/2005	Monday			B, C
18	1/18/2005	Tuesday	B	C	
19	1/19/2005	Wednesday	B	C	
20	1/20/2005	Thursday	B	C	
21	1/21/2005	Friday	B	C	
22	1/22/2005	Saturday			B, C
23	1/23/2005	Sunday			B, C
24	1/24/2005	Monday	C	B	

NOTE:

1. Subsequent days in this work chart will be a repeat of the days shown above until the chart assignments are shown for the entire year. The full work chart for each year covered under this agreement will be posted by December 1 of the year preceding the posted year.

- As defined in Section XV, 1, b of the Memorandum of Agreement

DOCUMENT "N"  
 SBA WORK CHART #22  
 STEADY TOUR - STEADY DAYS OFF - SAT. SUN (THIRD FRIDAY) RDO'S  
 5-2, 5-2, 4-3

21 DAY CYCLE

FORMERLY WORK CHART Y1 - PATH COURT SERGEANT

<u>No.</u>	<u>DATE</u>	<u>DAY</u>	<u>DAYS</u>	<u>RDO</u>
1	1/1/2005	Saturday		A
2	1/2/2005	Sunday		A
3	1/3/2005	Monday	A	
4	1/4/2005	Tuesday	A	
5	1/5/2005	Wednesday	A	
6	1/6/2005	Thursday	A	
7	1/7/2005	Friday		A
8	1/8/2005	Saturday		A
9	1/9/2005	Sunday		A
10	1/10/2005	Monday	A	
11	1/11/2005	Tuesday	A	
12	1/12/2005	Wednesday	A	
13	1/13/2005	Thursday	A	
14	1/14/2005	Friday	A	
15	1/15/2005	Saturday		A
16	1/16/2005	Sunday		A
17	1/17/2005	Monday	A	
18	1/18/2005	Tuesday	A	
19	1/19/2005	Wednesday	A	
20	1/20/2005	Thursday	A	
21	1/21/2005	Friday	A	
22	1/22/2005	Saturday		A
23	1/23/2005	Sunday		A
24	1/24/2005	Monday	A	

**NOTE:**

1. Subsequent days in this work chart will be a repeat of the days shown above until the chart assignments are shown for the entire year. The full work chart for each year covered under this agreement will be posted by December 1 of the year preceding the posted year.

- As defined in Section XV, 1, b of the Memorandum of Agreement

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DOCUMENT "N"  
 SBA WORK CHART #23  
 STEADY AFTERNOON TOUR - ROTATING DAYS OFF 4 DAYS ON, 2 DAYS OFF  
 6 DAY CYCLE

FORMERLY WORK CHART K1 - SERGEANTS 3X11

<u>No.</u>	<u>DATE</u>	<u>DAY</u>	<u>AFTERNOONS</u>	<u>RDO</u>
1	1/1/2005	Saturday	2, 3	1
2	1/2/2005	Sunday	1, 2	3
3	1/3/2005	Monday	1, 2	3
4	1/4/2005	Tuesday	1, 3	2
5	1/5/2005	Wednesday	1, 3	2
6	1/6/2005	Thursday	2, 3	1
7	1/7/2005	Friday	2, 3	1
8	1/8/2005	Saturday	1, 2	3
9	1/9/2005	Sunday	1, 2	3
10	1/10/2005	Monday	1, 3	2
11	1/11/2005	Tuesday	1, 3	2
12	1/12/2005	Wednesday	2, 3	1
13	1/13/2005	Thursday	2, 3	1
14	1/14/2005	Friday	1, 2	3
15	1/15/2005	Saturday	1, 2	3
16	1/16/2005	Sunday	1, 3	2
17	1/17/2005	Monday	1, 3	2
18	1/18/2005	Tuesday	2, 3	1
19	1/19/2005	Wednesday	2, 3	1
20	1/20/2005	Thursday	1, 2	3
21	1/21/2005	Friday	1, 2	3
22	1/22/2005	Saturday	1, 3	2
23	1/23/2005	Sunday	1, 3	2
24	1/24/2005	Monday	2, 3	1

NOTE:

1. Subsequent days in this work chart will be a repeat of the days shown above until the chart assignments are shown for the entire year. The full work chart for each year covered under this agreement will be posted by December 1 of the year preceding the posted year.

- As defined in Section XV, 1, b of the Memorandum of Agreement

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DOCUMENT "N"  
SBA WORK CHART #24 - STEADY NIGHT TOUR - STEADY DAYS OFF

<u>POSITION</u>	<u>RDO</u>
A	SUNDAY, MONDAY (3 <sup>RD</sup> TUESDAY)
B	FRIDAY, SATURDAY (3 <sup>RD</sup> THURSDAY)
C	(WED, THURS) (TUES, WED) (TUES, WED, THURS)

FORMERLY WORK CHART G1 - JFK-STEADY DAYS OFF - 12X8 TOUR

<u>No.</u>	<u>DATE</u>	<u>DAY</u>	<u>NIGHTS</u>	<u>RDO</u>
1	1/1/2005	Saturday	A C	B
2	1/2/2005	Sunday	B C	A
3	1/3/2005	Monday	B C	A
4	1/4/2005	Tuesday	B A	C
5	1/5/2005	Wednesday	B A	C
6	1/6/2005	Thursday	B A	C
7	1/7/2005	Friday	C A	B
8	1/8/2005	Saturday	C A	B
9	1/9/2005	Sunday	C B	A
10	1/10/2005	Monday	C B	A
11	1/11/2005	Tuesday	C B	A
12	1/12/2005	Wednesday	A B	C
13	1/13/2005	Thursday	A B	C
14	1/14/2005	Friday	A C	B
15	1/15/2005	Saturday	A C	B
16	1/16/2005	Sunday	B C	A
17	1/17/2005	Monday	B C	A
18	1/18/2005	Tuesday	B A	C
19	1/19/2005	Wednesday	B A	C
20	1/20/2005	Thursday	A C	B
21	1/21/2005	Friday	A C	B

NOTE:

1. Subsequent days in this work chart will be a repeat of the days shown above until the chart assignments are shown for the entire year. The full work chart for each year covered under this agreement will be posted by December 1 of the year preceding the posted year.

- As defined in Section XV, 1, b of the Memorandum of Agreement

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DOCUMENT "N"  
 SBA WORK CHART #21 - NIGHT TOUR  
 CIB DETECTIVE SERGEANT POSITION J  
 SUN/MON RDO'S 5-2 - PORT AUTHORITY HOLIDAYS OFF

FORMERLY WORK CHART C1

<u>No.</u>	<u>DATE</u>	<u>DAY</u>	<u>NIGHTS</u>	<u>RDO</u>
1	1/1/2005	Saturday		J
2	1/2/2005	Sunday		J
3	1/3/2005	Monday		J
4	1/4/2005	Tuesday	J	
5	1/5/2005	Wednesday	J	
6	1/6/2005	Thursday	J	
7	1/7/2005	Friday	J	
8	1/8/2005	Saturday	J	
9	1/9/2005	Sunday		J
10	1/10/2005	Monday		J
11	1/11/2005	Tuesday	J	
12	1/12/2005	Wednesday	J	
13	1/13/2005	Thursday	J	
14	1/14/2005	Friday	J	
15	1/15/2005	Saturday	J	
16	1/16/2005	Sunday		J
17	1/17/2005	Monday		J
18	1/18/2005	Tuesday		J
19	1/19/2005	Wednesday	J	
20	1/20/2005	Thursday	J	
21	1/21/2005	Friday	J	
22	1/22/2005	Saturday	J	
23	1/23/2005	Sunday		J
24	1/24/2005	Monday		J

NOTE:

1. Subsequent days in this work chart will be a repeat of the days shown above until the chart assignments are shown for the entire year. The full work chart for each year covered under this agreement will be posted by December 1 of the year preceding the posted year.

- As defined in Section XV, 1, b of the Memorandum of Agreement

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THE PORT AUTHORITY OF NEW YORK AND NEW JERSEY  
POLICE DIVISION INSTRUCTION

P.D.I. 7-1  
SERVICE AND PERSONAL REVOLVERS  
REVISED - NOVEMBER, 1983

I. INSTRUCTIONS

This instruction prescribes the methods for the safe handling of the issued service revolver and any personal revolver authorized for use as an off-duty weapon or as a second-gun on duty, and includes inspection schedules and related controls.

II. OFFICIAL REVOLVERS ISSUED

All members of the force will be assigned a service revolver at the time of their appointment. This revolver will be a standard Police Special model .38 caliber 4" barrel manufactured by the Colt or Smith and Wesson Firearms Company. Members of the force assigned to plainclothes duty may be issued a .38 caliber Police Special, 2" barrel, instead of the regulation 4" barrel revolver. In the event it is necessary for these officers to wear the Police Uniform, it will be permissible for them to wear the 2" barrel revolver, provided it is in a hip holster.

III. USE AND SAFEGUARDING OF SERVICE AND PERSONAL REVOLVERS

Members of the Port Authority Police Force are required to wear an assigned revolver while on duty and have the option to carry or not carry an approved revolver while off duty. In addition, while on duty a member may wear a second revolver provided the weapon is registered in accordance with Paragraph IV-A & B and meets the criteria as set forth in Paragraph IV-C. The second revolver must remain concealed at all times while on duty.

- A. Service revolvers must have a blued finish and must be equipped with standard checkered, hardwood factory stock, and may have grip adapters that are approved by the Chief Range Officer.
- B. Only .38 Caliber Special, 158 grain, +P factory manufactured semi-wadcutter lead hollow point cartridges are authorized for use in the service revolver.
- C. Each officer shall wear the service revolver while on duty. The regulation Port Authority holster or authorized replacement is required while on duty. A standard holster which insures the safe wearing of the second revolver shall be used whenever the second weapon is carried on duty.
- D. The service revolver and personal revolver authorized for use as an off-duty weapon or as a second-gun on duty shall not be stored in lockers or any motor vehicle, with the exception that they may be stored at a facility in gun lockers provided for this purpose.
- E. The service revolver and any personally owned revolvers shall be used only in the manner prescribed by law.

- F. When an officer is traveling in civilian clothes, the revolver shall be worn so that it is out of sight of the public. The carrying of revolvers in separate packages is prohibited.
- G. Officers assigned to the emergency garage shall wear their service revolver at all times while on duty.
  - 1. Airport emergency crews shall secure their revolvers and gun belts in the specially constructed strong box provided for that purpose.
- H. Gun lockers shall be installed and maintained at each Police Unit. Such lockers are to be made available to members of the command who request them.

## IV.

PERSONAL REVOLVERS AND SECOND WEAPON

- A. It is the responsibility of each member of the force to register with the Office of the Superintendent of Police any personally owned pistols and revolvers of whatever type or model. This registration will be made in person with the Police Equipment Sergeant at JSTC, by filling out form 2815, Personal Gun Registration, and providing the necessary documentation. This registration must take place immediately after acquisition of personally owned pistols and revolvers.
- B. A member of the force who desires to wear his personal revolver while off duty or as a second gun shall obtain authorization to do so by registering the revolver for that purpose with the Officer of the Superintendent of Police. The revolver must then be inspected, tested and approved at the Pistol Range by the Range Officer in charge.
- C. The only revolvers approved \*for use as an off-duty weapon or second weapon while on duty will be a .38 Caliber Special revolver designed to use either .38 Caliber Special 158 grain, standard velocity, round nose, factory manufactured cartridges or .38 Caliber Special, 158 grain, +P factory manufactured semi-wadcutter lead hollow point cartridge.\*\* These weapons may have a blued, stainless steel, alloy or armoloy finish approved by the Range Officer.

\*NOTE: All .38 Caliber Positive revolvers approved prior to July 1, 1964, may be utilized as an off-duty weapon.

\*\*NOTE: Manufacturers DO NOT recommend the use of this ammunition in aluminum framed weapons.

- D. Any member of the force who sells or otherwise disposes of a revolver must do so in accordance with Paragraph X of this instruction and in addition, must immediately notify the Office of the Superintendent of Police by memorandum. A copy of this memorandum will be placed in the officer's personal file.

V.

SAFETY-SERVICE AND PERSONAL REVOLVERS

- A. Every precaution shall be taken in the handling of the revolver. (See P.D.I. 4-11, Use of Firearms and Deadly Physical Force.)
- B. A revolver shall never be removed from the holster except as prescribed by regulations. Horseplay or the brandishing of weapons is forbidden.
- C. Gun-cleaning equipment shall be kept at each facility for the use of individual police personnel. Safety regulations shall be observed at all times while guns are being cleaned.
- D. In the homes, revolvers shall be kept in a safe place out of the reach of children, who would be cautioned never to touch the revolver.
- E. Police Officers who clean their revolvers at home shall use every safety precaution and should do so in a room where no one else is present.
- F. Under no condition will the firing pin or mechanism of the revolver be tampered with, the trigger pressure reduced below three and one half pounds or the appearance of the gun altered in any way except as in "G" below.
- G. Adaption or alteration to the service revolver or to any personal revolver authorized for use as an off-duty weapon or as a second-gun on duty will not be permitted except for the addition of "grip adaptors." The cost for such addition will be borne by the individual concerned.

VI.

INSPECTIONS

In order to insure that the service revolver and any authorized personal revolver worn as a second-gun on duty are in good condition at all times, the following inspection schedule will be adhered to. It is the responsibility of the Facility Police Commanding Officer to insure that inspections "A" and "B" below are carried out.

## A. At roll calls:

Spot checks will be made by the ranking superior officer at each roll call formation. At least one service revolver and second weapon if worn must be inspected at each roll call (See P.D.I. 4-12, Revolver Inspections as Roll Calls).

## B. On special duty:

Ranking superior officers will spot check the service revolver and second weapon if worn of police officers who do not stand roll call.

C. A qualified member of the force will inspect each service revolver annually. This inspection will be conducted prior to the annual Pistol Qualification and Uniform Inspections.

In addition, the personal revolver of all members of the force will be inspected prior to the annual Pistol Qualifications.

VII. QUALIFICATION WITH THE SERVICE REVOLVER

- A. Each member of the uniformed force shall fire the service revolver which has been issued to him during all phases of Pistol Qualification in accordance with P.D.I. 9-2.
- B. Members of the force are considered "On Duty" while attending either In-Service Training at the Police Academy, or any other authorized training program, and are therefore, require to carry their service revolvers.

VIII. GENERAL MAINTENANCE AND REPAIR

- A. Any officer who considers his service revolver to be in need of repair because of mechanical defect, which would affect the safe and efficient operation, will bring it to the attention of the Tour Commander at the facility. If the Tour Commander determines the gun defective, the gun shall be brought to the Central Police Desk, where the Equipment Sergeant or the Central Police Desk Sergeant will supply a temporary replacement. All repairs of this nature will be done at Port Authority expense.
- B. In order to prevent a member of the force from going unarmed while on duty, due to an unserviceable revolver, a spare revolver is kept at the Central Police Desk for such emergencies.

The revolver held at the Central Police Desk will only be used to replace unserviceable revolvers during non-office hours.

During normal office hours (8 AM-4 PM Monday through Friday) defective revolvers will be replaced from the stock maintained by the Police Division Equipment Sergeant.

IX. HANDLING SERVICE REVOLVERS AND SECOND WEAPON IF WORN - START AND END OF TOUR

- A. When using the service holster for both civilian and uniform wear, there is no need to remove the gun from the holster. The officer shall slip the holstered gun from his belt and place it on the floor of the locker until he has completed his change of clothes.
- B. When changing from civilian-type holster to regulation holster, the revolver shall be carefully drawn and placed immediately into the service holster. The holstered gun shall be placed on the floor of the locker.
- C. When changing from service holster to civilian-type holster, the holstered gun shall be placed on the floor on the locker. After the change to civilian clothes, the revolver shall be carefully withdrawn from the service holster and placed into the civilian holster.

*Handwritten signatures and initials*

- D. A revolver shall be placed at the lowest practical level to the floor so that in the event of an accidental drop, the chance of discharge is minimized.

X. SURRENDER OF REVOLVERS - TERMINATION OR SUSPENSION FROM DUTY

When a person terminates his service as a member of the Police Force or if he is suspended from regular duty, they shall surrender the revolver at the same time as they surrender the police shield to the Facility Police Commanding Officer or his representative, or to the Sergeant in charge at the Central Police Desk.

A. Surrender of Personal Revolvers - New York State Residents

1. Prior to Termination

Each member of the force who is a New York State resident, and who owns a personal revolver, shall attempt to lawfully dispose of the revolver to a person or company authorized by law to receive same, and will submit a report to the Superintendent of Police giving the name and address of the person or company receiving the gun and the authority for receiving same.

2. At Time of Termination

In the event the revolver has not been disposed of prior to termination, the officer shall surrender it to the Office of the Superintendent of Police. The revolver will be stored in the Office of the Superintendent of Police for a period of 6 months. If the weapon is not claimed after 5 months, a registered letter will be sent to the owner advising him that if the weapon is not claimed in 30 days, the weapon will be disposed of by the department. Weapons not legally disposed of by the owner, will be disposed of as prescribed by the Superintendent.

3. Transfer to Another Police Agency

The above rules does not apply if the officer is immediately employed by another police department at the time of his termination of P.A. service.

4. Where Pistol Permit is Obtained

The above rules does not apply if the officer has obtained a pistol permit from his city police department prior to termination of his service.

5. Suspended from Duty

Immediately upon being suspended from regular duty, an officer who is a New York resident, must surrender his service and personally-owned revolver(s) to their Commanding Officer or his representative.

B. Surrender of Personal Revolvers - New Jersey Residents

In New Jersey, the law permits adults to keep a revolver or pistol in the home, so it is not necessary for New Jersey residents to surrender personally-owned weapons. However, if a personal weapon is disposed of prior to termination, PDI 7-3, Section VIII, shall apply. *huh*

XI. SURRENDER OF SERVICE REVOLVERS - PERIODS OF HOSPITALIZATION  
VACATIONS , ETC.

In certain instances, it may become necessary for a police officer to temporarily surrender his service revolver; e.g., admittance as a patient in a hospital, vacationing in other than the states of New York and New Jersey, or while utilizing Port Authority Medical Service facilities, etc.

Individual gun lockers installed at each facility police command can be used to safeguard and store a revolver under situations covered by this section.

In the event a member is unable to personally surrender his weapon under situations covered by this section, the facility Commanding Officer shall arrange to retrieve the service revolver where possible and safeguard the weapon.

A. Surrender of Service Revolver - Vacations, Hospital  
Admittance and Other Extended Periods

1. Police Officer may deliver his unloaded revolver to the Facility Police Commanding Officer.

2. The Facility Police Commanding Officer will tag the revolver and then make out a receipt in duplicate, issuing the copy to the officer and retaining the original to the Facility Police Commanding Officer's file.

3. The Facility Police Commanding Officer will make a blotter entry showing the time and date the revolver was surrendered, by whom, the Port Authority number of revolver, and the reason for surrender.

4. The revolver will be placed as soon as possible in the Facility Police Commanding Officer's safe for safekeeping.

B. Return of Revolver

1. The police officer will personally present his receipt for the return of his revolver to the Facility Police Commanding Officer.

2. The revolver tag and the original and duplicate receipts will be destroyed, and the revolver returned to the officer.

C. Facilities not Equipped for Safeguarding Surrendered  
Service Revolvers

Members of the force required to utilize Medical Service facilities for annual medicals or other examination, must secure their revolver with the facility Desk Officer at which the medical facility resides, prior to reporting to the medical area.

Desk Officers will maintain custody of the revolver for the necessary period of time.

NOTE: At Kennedy Airport, the revolver will be secured in a locked strongbox at the Medical Building which is provided for that purpose.

At Journal Square Transportation Center, the revolver will be secured with the Central Police Desk Sergeant.

At the World Trade Center, the revolver will be secured at the World Trade Center Police Desk.

At the Lincoln Tunnel, the revolver will be secured with the Tour Commander.

XII. LOSS OR THEFT OR REVOLVER

A. Any member of the force who loses his service or any of his personally-owned revolvers through theft, or any other reason must immediately notify the Central Police Desk by telephone. Written notification will also be made without delay to the Facility Police Commanding Officer and to the Superintendent of Police. The Facility Commanding Officer will file a copy of the memorandum in the officer's personal file.

B. The owner of the weapon will be responsible for the proper notification to the police of the municipality where the loss or theft is believed to have occurred.



## REMOVAL OF AN EMPLOYEE FOR MENTAL OR PHYSICAL DISABILITY

### I. Introduction

This PAI applies only to permanent classified employees (see PAI 20-1.01, Categories of Port Authority Employment).

### II. Employee's Rights

- A. No permanent classified employee shall be removed from his position because of mental or physical disability without a hearing as described below, unless such hearing is waived.
- B. In all cases where an employee is to be removed from his position for reasons of mental or physical disability, the Personnel Director notifies the employee in writing of the intention so to do and informs him of his right to a hearing. Such notice is delivered to the employee or mailed to his last known address as appearing in the Personnel Director's records.
- C. If the employee fails to request a hearing within fourteen (14) days after the delivery or mailing of such notice such hearing is considered waived.
- D. If the employee requests a hearing, the hearing shall be before a Board appointed by the Executive Director and consisting of three or more members.
- E. These provisions do not apply when the employee has reached an age fixed by the Port Authority for compulsory retirement.

### III. Removal Procedure

- A. Dismissal, demotion, application for involuntary retirement and other actions which substantially change the employee's duties and responsibilities is understood to be included within the meaning of the language, "removal of an employee from his position."
- B. The initiative in each case is to be taken by the department head in the form of a memorandum addressed to the Executive Director, recommending the particular action to be taken.

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- C. The Executive Director notifies the initiating department head whether the recommendation is approved or disapproved.
- D. If the recommendation is approved, the Executive Director also notifies the Personnel Director who sends out the letter of notification to the employee. It is the responsibility of the Personnel Director to follow up the notification. At the end of the fourteen (14) day period provided, the Personnel Director notifies the initiating department if there is no response from the employee and therefore the right to a hearing has been waived. If there is an earlier response from the employee requesting a hearing, the Personnel Director notifies the Executive Director and the initiating department so that a Board may be established.
- E. It is the additional responsibility of the Personnel Director to provide such services to the Board as it may require.

#### IV. Hearing Procedure

- A. The Board investigates and determines whether the employee is mentally or physically incapable of performing his duties, and reports its findings to the Executive Director. The findings and recommendations of the Board are not, however, binding upon the Executive Director, but may be reversed or modified by him.
- B. The Board shall afford the employee an opportunity to appear before it in person, or by representative, to make a statement and to produce medical testimony, medical certificates and other pertinent data. The failure of an employee to appear in person or by representative before the Board is considered a waiver of his right so to do, and if the employee is unable to attend, due to mental or physical disability, that fact may be taken into consideration by the Board in arriving at its conclusion.
- C. The Board is not confined to evidence and testimony presented at hearings at which the employee is present, but may base its findings and recommendations upon investigations made or data received outside of such hearings.

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## OPERATING INSTRUCTION

PAY PLAN C INGRADE SALARY INCREASES  
(Effective September 9, 1973)

## I. Introduction

This instruction describes the manner in which all Pay Plan C ingrade increases are initiated and processed. It supersedes the Interim Instruction, Service C Ingrade Increase Processing Procedure, dated October 5, 1964.

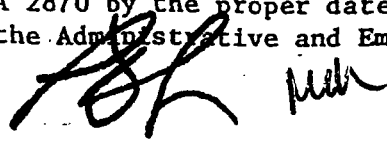
## II. Principles

- A. Pay Plan C Employees' ingrade salary increases, except when they are formally withheld, are granted in pre-determined dollar amounts as shown on salary tables in the Personnel Classification and Compensation Plan, and in accordance with a pre-determined time schedule.
- B.
  - 1. Beginning with the effective date of this Instruction, the salaries of Pay Plan C Employees will automatically be increased, in accordance with the schedules and tables cited in paragraph A, above, by computer program, except when an employee's unit notifies the Personnel Department that the scheduled increase is to be withheld.
  - 2. Special cases requiring retroactive ingrade increases will be handled individually by submitting an Employee Record, form PA 87 to the Administrative and Employee Benefits Division.
- C. Primary responsibility for the granting or withholding of an ingrade salary increase rests with the employee's unit which must, therefore, verify the information on the form PA 2870 to assure that the employee is entitled to the increase shown thereon. In the absence of notification to the contrary, the employee will automatically be granted all scheduled ingrade salary increases.
- D. The unit's reason for the withholding of a scheduled ingrade salary increase from an employee is reviewed in all cases by the Operating Personnel Division of the Personnel Department.

## III. Procedure

Step 1

Each payroll period the computer prints two copies of the Pay Plan C Ingrade Increase Recommendation, form PA 2870, for each Pay Plan C employee whose ingrade increase review date is four pay periods hence. The Administrative and Employee Benefits Division sends both copies of the form to the employee's unit or facility. If the unit or facility does not receive the form PA 2870 by the proper date (see Attachment A), it notifies the Administrative and Employee Benefits Division.



- Step 2 The employee's unit head fills in part one of this form and sends both copies to the employee's supervisor.
- Step 3 The supervisor answers the questions in part two and returns the copies to the unit head on or before the date specified, together with any evidence of poor performance or misconduct that he may wish to include.
- Step 4 The unit head either approves or disapproves the increase and notifies the employee of the decision.

If the increase is approved, copy 2 of form PA 2870 is destroyed and copy 1 is retained by the unit until the new form PA 87 is received.

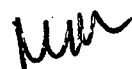

If the increase is disapproved, the unit head enters the next review date, which may not be less than three months nor more than one year from the date of the proposed increase.

He signs the form PA 2870 and, by the date specified in the lower left hand corner of the form, sends copy 1 to the Administrative and Employee Benefits Division, accompanied by a memorandum detailing the reason(s) for disapproving the increase. For this mailing, Messenger Delivery Receipt, form PA 108, is used. Copy 2 is filed with a copy of the memorandum in the employee's folder at his unit or facility.

NOTE: In cases where a department's internal procedures require review of disapproved ingrade increases by the Department Director's office, the form and memorandum are sent there first and then to the Administrative Division. Adequate time for this additional step must be allowed, however, so that the specified date for submission is met.

- Step 5 The Administrative Division sends this form and memorandum to the Operating Personnel Division for review.

- Step 6 The Operating Personnel Division reviews the reasons for disapproval and notifies the employee's unit if it differs with its recommendation. (Differences are resolved between the Personnel Department and the employee's unit at appropriate levels of management.) Otherwise, it forwards copy 1 of form PA 2870 to the Administrative Division which in turn forwards it to the Payroll Section. The memorandum is retained in the employee's folder in the Personnel Department.



Step 7

If the increase has been approved, the employee's salary is automatically increased by the computer program on the correct date.

If the increase has been disapproved, the employee's salary remains unchanged, the next review date is entered in the employee's record in the data bank and a new Ingrade Increase Recommendation, form PA 2870 will be printed out for the employee at the proper time.

Step 8

In all cases a new Employee Record, form PA 87 is printed out, and distributed to the employee's unit by the Administrative Division.

Where an ingrade increase has been approved, the form PA 87 shows the new salary and the next review date.

Where an ingrade increase has been disapproved, the form PA 87 shows the next ingrade increase review date.

In either case, the unit assures that the information recorded on the new form PA 87 is correct and brings any errors to the attention of the Administrative and Employee Benefits Division.



June 25, 1998

Sergeant Mark O'Neill, President  
Port Authority Police Sergeants  
Benevolent Association  
220 Bridge Plaza South  
Fort Lee, New Jersey 07024

**DOCUMENT "R"**

**RE: CLARIFICATION OF APPLICATION OF PDI 2-6, RULE 3 AND GENERAL RULE AND REGULATION SECTION 9, RULE 3 TO INTERVIEWS OF WITNESSES.**

Dear Sergeant O'Neill:

This letter is intended to clarify the application of Section 9, Rule 3 of the Port Authority Rules and Regulations and Rule 3 of PDI 2-6 to interviews of members of the force who have been identified as witnesses in connection with an authorized investigation involving a member of the force other than the witness.


When a Sergeant is called in for an interview based on the belief that he may have been a witness to a particular event and, at the time of the interview, it does not appear that the matter under discussion may result in disciplinary action against the Sergeant who is being called as a witness the Sergeant shall be so advised of these facts which require his cooperation in an authorized investigation.

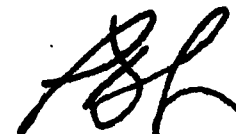
The SBA acknowledges that all Sergeants are obligated to cooperate in this type of interview pursuant to the General Rules and Regulations and failure to do so is grounds for disciplinary action against the Sergeant

If, during the course of an interview with a Sergeant who has been called as a witness, it appears that the matter under discussion may result in disciplinary action against the Sergeant the interview shall cease and any further discussions shall be conducted subject to PDI 2-6 to include but not be limited to the reading of PDI 2-6 rule 3 and the right to have an Association representative present before proceeding any further with the interview


All provisions in the settlement of IP 91-24, dated October 5, 1993 not modified herein, shall remain in full force and effect.

Sincerely,

  
Joseph Morris  
Deputy Inspector  
Labor Relations Unit



Concurred:

  
Sergeant Mark O'Neill, President  
Port Authority Police Sergeants  
Benevolent Association

Date:

6-30-98





**DOCUMENT "S"**

June 30, 1998

Sergeant Mark O'Neill, President  
Port Authority Police Sergeants  
Benevolent Association  
220 Bridge Plaza South  
Fort Lee, New Jersey 07024

Dear Sergeant O'Neill:

In connection with interviews held pursuant to Document F of the Memorandum of Agreement and in connection with waiver hearings held pursuant to Document G of the Memorandum of Agreement the parties agree:

1.
  - a) The SBA President shall be responsible for making arrangements for a SBA representative to be available at the interview on the scheduled date.
  - b) In the event the Sergeant elects to be represented by an individual other than a representative designated by the SBA President the SBA may elect to have a representative present at the interview as an observer only and the SBA representative shall have no right to participate therein. This limitation on participation at such interview shall not prevent the SBA from filing objections pursuant to the Memorandum of Agreement prior or subsequent to the interview with respect to the interests of the SBA and the protection of same.
  - c) Only one Port Authority employee shall be excused from duty for purposes of representation of a Sergeant at such interviews. In those instances where the Sergeant elects to be represented by a member of the force other than an individual designated by the SBA President and the individual so selected requires excused time to appear at the interview the individual selected by the Sergeant shall be excused only for the amount of time necessary to appear at the interview. If it is necessary to provide excused

*man*  
*AR*

time to enable an individual designated by the SBA President to appear at the interview the SBA shall be responsible to provide for the excused time by utilizing a number day or a fraction thereof pursuant to the applicable LDD. When a fraction of a number day is utilized a record will be maintained so that when an 8-hour block of excused time is reached the number day block will be reduced by 1 day.

- d) All provisions in the settlement of IP 91-24 dated October 5, 1993 not modified above, shall remain in full force and effect.

2.

- a) The Port Authority shall provide Sergeants and the SBA with reasonable notice of a scheduled waiver hearing.
- b) The SBA President shall be responsible for making arrangements for the SBA representative to be available at the waiver hearing on the scheduled date.
- c) The Sergeant has the option of using a representative designated by the SBA President to act as his/her personal representative or to utilize a person other than an individual designated by the SBA President.
- d) In the event the Sergeant elects to be represented by an individual other than a representative designated by the SBA President the SBA may elect to have a representative present at the waiver hearing as an observer only and the SBA representative shall have no right to participate therein. This limitation on participation at the waiver hearing shall not prevent the SBA from filing objections pursuant to the Memorandum of Agreement prior or subsequent to the waiver hearing with respect to the interests of the SBA and the protection of same.

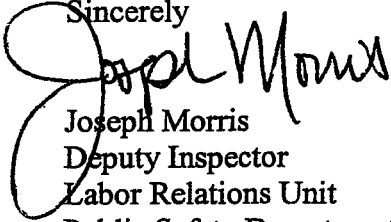
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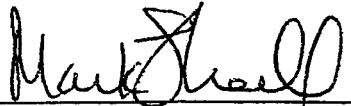


Only one Port Authority employee shall be excused from duty for purposes of representation of a Sergeant in connection with a waiver hearing. In those instances where the Sergeant elects to be represented by a member of the force other than an individual designated by the SBA President and the individual so selected requires excused time to appear at the waiver hearing the individual selected by the Sergeant shall be excused only for the amount of time necessary to appear at the waiver hearing. If it is necessary to provide excused time to enable an individual designated by the SBA President to appear at the waiver hearing the SBA shall be responsible to provide for the excused time by utilizing a number day or a fraction thereof pursuant to the applicable LDD. When a fraction of a Number Day is utilized a record will be maintained so that when an 8 hour block of excused time is reached the number day block will be reduced by 1 day.

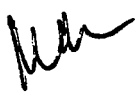
Please indicate your concurrence by signing below. Upon signing please retain one copy for your records and return one signed copy to my office.

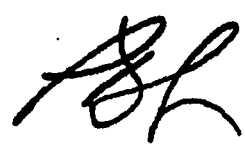
Sincerely  
  
Joseph Morris  
Deputy Inspector  
Labor Relations Unit  
Public Safety Department

Concurred:

  
\_\_\_\_\_  
Sergeant Mark O'Neill, President  
Port Authority Police Sergeants  
Benevolent Association  
220 Bridge Plaza South  
Fort Lee, New Jersey 07024

Date: 6-30-98







**DOCUMENT "T"**

June 25, 1998

Sergeant Mark O'Neill, President  
Port Authority Police Sergeants  
Benevolent Association  
220 Bridge Plaza South  
Fort Lee, New Jersey 07024

**RE: INTERVIEWS OF NON-TARGET SERGANTS  
DURING EXIGENT CIRCUMSTANCES**

Dear Sergeant O'Neill:

Please allow this letter to confirm our mutual understandings regarding the above captioned matter.

The Association and the Port Authority agree that exigent circumstances may arise which require Sergeants, who are not the target of an investigation, to be promptly interviewed. In recognition thereof, the parties agree as follows:

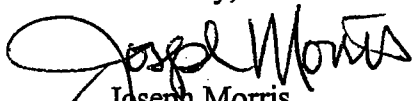
Whenever the ranking Port Authority Police supervisor on scene determines that exigent circumstances require an interview of a Police Sergeant who is not the target of the investigation, the Association will provide a representative for the Sergeant within one (1) hour after the Central Police Desk is notified of the exigent circumstances and the need to conduct an interview of a Sergeant.

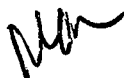
The Central Police Desk Sergeant will notify the Association of the exigent circumstances and the need to interview a Sergeant. If the Association representative is on duty he will be excused to respond to the interview location.

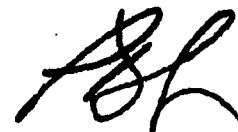
In the event that the Association does not have a representative present within one hour after the above referenced notifications, then the interview will proceed without the Association representative being present.

All practices, policies and procedures contained in the Settlement of IP 91-24 (dated October 5, 1993) not modified herein shall remain in full force and effect.

Sincerely,

  
Joseph Morris  
Deputy Inspector  
Labor Relations Unit  
Public Safety Department





Office of the Executive Director

The Port Authority  
of New York and New Jersey

PAI 20-3.10

Revised August 24, 1972

**MILITARY LEAVE****I. Introduction**

This Instruction outlines the policy and procedure for granting Short-Term and Extended Military Leave to Port Authority employees.

**II. Policy**

- A. Only permanent employees including those in a probationary status, are granted short term and extended military leave. Project employees are granted short term military leave only.
- B. This Instruction should be interpreted in order to assure that in each case the reemployment protection provided to Port Authority employees is no less than the protection provided to private and federal employees under the Universal Military Training and Service Act. Within this general limitation, the Director, Human Resources Department, may modify applications of the provisions of this Instruction in special cases where this will serve the best interests of the employee and the Port Authority. Where an employee has been recalled to active duty as a disciplinary measure (for example, because of failure to attend drills) the Director, Human Resources Department, may reduce or eliminate benefits provided under this Instruction.
- C. Permanent employees, including those in a probationary status, on military leave are considered continuously employed and retain their original date of employment for all purposes.

**III. Extended Active Duty — Salary and Benefits**

- A. Permanent employees, including those in a probationary status, who are granted military leave for extended active duty receive a military leave payment as described in Attachment A to this Instruction.
- B. Permanent employees, including those in a probationary status, who have served two years or more in full-time active military service and who are recalled to extended full-time active military service without their consent, receive partial salary continuation during such additional involuntary service up to one year, as described in Attachment A to this Instruction.

**IV. Short-Term Active duty -- Salary and Benefits**

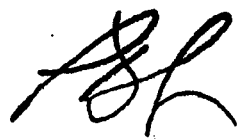
In general, it is the policy of the Port Authority to protect from loss of income any employee who is granted military leave for short-term

active duty. Accordingly, partial salary continuation is paid to employees on short-term active duty as described in Paragraph IV, A of Attachment A to this Instruction.

**V. Procedure**

Attachment A outlines the operating rules and procedures to be followed in the administration of the military leave policy.

**Attachment A**

A large, stylized handwritten signature, possibly reading 'AR', is located in the lower right quadrant of the page.A smaller handwritten signature or set of initials, possibly 'MUN', is located in the lower right quadrant, below the larger signature.

MILITARY LEAVE OPERATING RULES AND PROCEDURES

I. Definitions

- A. "Military Leave" is any authorized absence of an employee so that he may undertake active military duty with the Armed Forces of the United States, the National Guard, or the Naval Militia.
- B. "Extended Active Duty" is any period of full-time active military service or training in excess of 30 consecutive calendar days.
- C. "Short-Term Active Duty" is any period of full-time active military service or training of 30 calendar day or less in any calendar year.
- D. An "examination" consists of a written, oral, or performance test, or of one or more such tests. "Make-up examinations" are those given to employees prevented by military leave from participating in all or part of the original test.

II. Request for Leave

Any employee who wishes to receive military leave notifies his supervisor as soon as possible of that fact and of the expected dates on which the active duty is expected to start and to end.

The employee submits a written request for military leave (see Attachment B) and a copy of his official orders to active duty to his Unit Head. The orders and the request are then forwarded to the department director for his/her approval. A copy of the request and the orders along with a completed Employee Record, form PA 87 (only in cases of extended active duty), authorizing the leave of absence are forwarded to the Supervisor, Payroll and Administrative Services, Human Resources Department. If the employee wishes to use all or part of his accrued compensatory time or vacation time for military leave, this should also be noted in "Remarks." This time may be applied in whole working days but not in hours. If the entire period is taken as compensatory time or vacation time, no Payroll Notice is needed. Specific cases requiring further interpretation or determination are considered on an individual basis by the Manager, Employment Division, Human Resources Department.

If the department director approves the request for leave, the Unit Head notifies the employee of the approval and forwards a copy (only in cases of extended active duty) of the approved request memorandum to the Supervisor, Payroll and Administrative Services, Human Resources Department.

III. Provisions for Extended Active Duty (Long-Term Military Leave)

A. Military Leave Payments

Any employee granted military leave for extended active duty of one year or more, receives a military leave payment of one day's pay for

each full month of Port Authority Service, not exceeding 20 days' pay. The employee also receives cash payment for any accumulated vacation or compensatory time credited to him at the commencement of military leave.

**B. Insurance and Retirement Programs**

**1. Health Insurance**

Any employee who is a member of the P.A. group health insurance plans upon commencement of military leave is protected against any loss of benefits under these plans on return to P.A. employment. Group health insurance is suspended for the employee while on military leave, with all previous benefits being resumed upon reinstatement.

Dependents of such employees suffer no diminution of health insurance benefits while the employee is on military leave; however, dependents are expected to make use of appropriate Federal Government health care programs. The Port Authority pays any necessary subscription charges for group health insurance while employees are on military leave.

**2. Life Insurance**

When an employee commences military leave his membership in the Group Life Insurance Program terminates but his policy remains in effect for 31 calendar days. Upon return to Port Authority employment, he is reinstated to full membership in the program.

**3. Retirement Program**

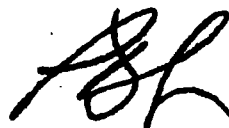
Any employee who is a member of the New York State Employees' Retirement System when he commences military leave for extended active duty will, upon reinstatement, receive the same retirement benefits he would have received had he not been on military leave.

**C. Vacation Allowance**

1. For the year in which a long term military leave begins, vacation allowance is as specified in PAI 20-3.01, Vacations, Attachment A, Paragraph II.
2. Upon reinstatement after military leave for extended active duty, an employee receives a vacation allowance as specified in PAI 20-3.01, Vacations, Attachment A, Paragraph II.

**D. Promotion Opportunities**

1. When the employee departs on Extended Military Leave, he is requested to furnish a list of all promotion eligible lists, rosters and transfer lists in which his name appears. Each of these are noted in the employee's folder by the Human Resources



Representative who indicates the length of time remaining on the ranked vertical eligible lists before the list's expiration.

2. Promotion Examinations During Military Leave

An employee on military leave may participate in any promotion test if he can be present for the test; that is, if he is on furlough or is stationed near New York.

3. Upon Return from Leave

- a. An employee on a permanent horizontal promotion roster when he left has never been deleted from the roster and therefore is still actively on the roster.
- b. An employee on a ranked vertical promotion eligible list which expires during his military leave will upon his return from military leave be placed on top of the then current promotion eligible list for the length of time he had remaining between the day he left for service and the expiration date of the original list.
- c. To the extent that it is administratively possible, he will be permitted to take make-up exams for any promotional opportunities that occurred during his absence for which he would have been qualified if he were here when the examinations were given. This is usually feasible if the examination consisted only of a written and/or individual oral examination.
- d. He is immediately eligible to participate in any promotion examination in process for which he is qualified.

E. Reinstatement After Extended Military Leave

At the time an employee returns from extended active duty he is given a medical examination by the Office of Medical Services. An employee returning from military leave is restored to his former title or to a position of like seniority, status and pay as long as all of the following circumstances exist:

1. He has satisfactorily completed his period of military active duty or has been released from such service or training for medical reasons.
2. He makes application for reinstatement as soon as is reasonably practicable after discharge, release or rejection from military active duty or training, or after termination of service-connected hospitalization of not longer than one year.
  - a. Any employee (1) who is rejected during the induction process, or (2) who performs active duty for less than three consecutive months, must report for work at the beginning of his next regularly scheduled working day following such rejection or duty plus whatever time, if

any, is reasonably necessary to return to his place of employment.

- b. Any employee who returns from active duty under any other circumstances must apply for reinstatement within 90 calendar days after being released.
3. He is qualified to perform the duties of his former Port Authority title when making application for reinstatement. If an employee is not qualified to perform the duties of his former Port Authority title by reason of disability sustained during military service or training, or if his former position has been discontinued, he is restored to another position the duties of which he is qualified to perform. The new title should provide him seniority status and pay most nearly comparable to that which he would have if he were to occupy his former title.
4. He refrains from re-enlisting or otherwise voluntarily prolonging extended active duty when he is eligible for separation.
5. Permanent Employees in a probationary status are treated as permanent employees, except that military leave time cannot be used to complete the probationary period.

#### IV. Provisions for Short-Term Military Leave

##### A. Pay

##### 1. Rules

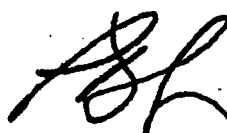
An employee ordered to short-term active duty is paid the difference between his federally taxable Port Authority pay and his federally taxable military pay, providing that the employee's military pay does not exceed his Port Authority pay. Travel allowances, uniform allotments, etc., are not normally considered military income for this purpose.

No part of short-term military leave is charged to compensatory time except after the employee's right to receive make-up pay has been exhausted. When a paid holiday occurs during an employee's military leave no additional day off is granted.

If any part of such duty is undertaken on a voluntary basis, the employee receives make-up pay for periods of absence totaling up to, but not more than 30 calendar days in any 12 consecutive months. Weekly or monthly drills are excluded in calculating the amount of short-term active duty subject to make-up pay.

##### 2. Procedure

Any employee who is granted military leave for short-term active duty and who upon reinstatement is entitled to make-up pay must,





within 45 calendar days after returning to work, furnish the Supervisor, or Unit Head with his military pay voucher upon which CN-225 make-up pay can be calculated. If an employee has not furnished 1/22/90 the necessary voucher within 30 calendar days after returning to work, the Supervisor, or Unit Head will advise the employee by registered mail that unless he does so within the prescribed 45 calendar days, all wages paid to the employee by the Port Authority for the period of the military leave in question will be deducted. In this case, when the voucher is submitted any necessary adjustment will be made in the next pay period.

**B. Insurance and Retirement Programs**

All employee benefit programs, including health insurance, life insurance, and retirement plan, are continued for any employee who is granted military leave for short-term active duty. Employee contributions if any, covering the period of absence are made by regular payroll deduction.

**C. Vacation Allowance**

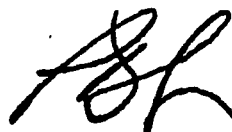
Any employee who is granted military leave for short-term active duty is not thereby deprived of any part of the vacation to which he is entitled. Any employee who wishes to use his vacation to undertake short-term active duty may request that his vacation be scheduled accordingly, and every effort is made to meet this request. However, because in such instances a full vacation salary is received, provisions in this PAI relating to make-up pay (see A, above) do not apply. If an employee chooses to receive make-up pay, he may not schedule vacation day during his military leave. He may, however, take vacation immediately before or after his military leave if his Unit Head approves.

**D. Employee's Work Schedule**

An employee returning from short-term military leave of two weeks or more is given Saturday and Sunday as RDO's during the period of his leave.

**V. Part-Time Periodic Drills**

Employees who are members of the organized reserves or the National Guard generally have an obligation to participate in weekly or monthly drills of short duration (constituting typically either 2 to 4 hours per week or one weekend per month). Whenever possible, working hours for such employees are scheduled to eliminate or minimize the occasions when it is necessary for them to be absent from work during scheduled working hours; however, the schedule of working hours should avoid giving such employees favored treatment over the other employees in the same position classification and otherwise similarly situated. Employees should, whenever possible, avoid reserve assignments which require them to be absent during scheduled working hours.



Whenever there is a conflict between periodic military drills and scheduled Port Authority working hours it is expected that the employee involved will arrange to exchange tours of Port Authority duty on a voluntary basis with another employee in the same position classification. If, however, an employee who is required to attend weekly or monthly drills on an involuntary basis as part of his military obligation is unable to make this arrangement, the manager of the organizational unit involved makes the necessary reassignments of tours of duty. An employee who has undertaken or extended his membership in the organized reserves or National Guard on a voluntary basis is expected to make his own arrangements for exchanging tours of duty where this is necessary to attend such drills.

**VI. Recalled Employees**

**A. Partial Salary Continuation**

**1. Rules**

Any employee who is recalled to active duty without his consent, receives partial salary continuation up to one year. At the end of one year, the employee is covered under the non-salary provisions which apply to long-term leave.

The Port Authority pays to such an employee a percentage as specified below, of the difference between his federally taxable Port Authority pay at the time he re-enters service and his federally taxable military pay for such period, as follows:

- a. Any employee who has more than one dependent receives 100% of such difference.
- b. Any employee who has one dependent receives 75% of such difference.
- c. Any employee who has no dependents receives 50% of such difference.

Partial salary continuation checks are mailed bi-weekly on regular pay days by the Comptroller's Department to the employee or to anyone he designates in writing.

**2. Procedure**

An employee who is granted military leave for extended active duty and who is entitled to partial salary continuation under the provisions of Par. VI, A, furnishes the Supervisor, Payroll and Administrative Services, Human Resources Department promptly with CN-225 acceptable information regarding military pay, number of dependents, and name and address of the dependent who is to receive partial salary continuation. Changes in military pay which occur while such employee is eligible to receive partial continuation must also be reported promptly to the Supervisor, Payroll and Administrative Services, Human Resources Department. The Supervisor, Payroll and Administrative Services notifies the

1/22/90

CN-225  
1/22/90



Comptroller's Department of the make-up pay, military leave payment, or partial salary continuation arrangements which must be made.

**B. Insurance, Retirement, Vacation and Promotion Programs**

Recalled employees are treated as short-term leave employees for the first 30 days' duty, and as employees on long-term leave thereafter.

*AKH*

*AKH*

8/24/72  
PAI 20-3.10

ATTACHMENT B

1 of 2

SAMPLE MEMORANDUM

To: Department Director  
From: (employee requesting leave)  
Date: (date of request)  
Subject: REQUEST FOR EXTENDED MILITARY LEAVE

CC: Supervisor, Payroll and Administrative Services, Human Resources  
Department

In accordance with PAI 20-3.10, I request an extended Military Leave,  
to begin \_\_\_\_ (date) \_\_\_\_ and end \_\_\_\_ (date). My supervisor has signed below to  
indicate that he/she is aware of this request.

I have attached a copy of my official orders to active duty.


(Signed) Employee's Name  
Dept./Facility  
Phone Number

I have seen this request for Military Leave.

\_\_\_\_\_  
Supervisor Date

This request for Military Leave is approved.

\_\_\_\_\_  
Department Director Date



8/24/72  
PAI 20-3.10

ATTACHMENT B  
2 of 2

SAMPLE MEMORANDUM

TO: Department Director  
FROM: (employee requesting leave)  
DATE: (date of request)  
SUBJECT: REQUEST FOR SHORT TERM MILITARY LEAVE

COPY TO: Employee Unit Head/Supervisor

In accordance with PAI 20-3.10, I request a short term military leave, to begin \_\_\_\_\_ (date) and end \_\_\_\_\_ (date). A copy of my official orders to duty is attached.

This is to certify that I am familiar with the procedures of PAI 20-3.10, Military Leave. I understand that within 45 calendar days after my return to work, I must furnish my immediate supervisor of his designee with a copy of my military leave pay voucher. I further understand that if I fail to furnish a copy of my military pay voucher within 45 calendar days, all wages paid to me by the Port Authority for the period of my military leave will be repaid through payroll deduction. The Payroll Supervisor is authorized to make deductions from my gross bi-weekly salary until all monies owed to the Port Authority have been repaid.

My supervisor has signed below to indicate that he/she is aware of this request.

(Signed)

\*Employee's name  
Dept./Facility  
Phone number

I have seen this request for Military Leave.

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Date

This request for Military Leave is approved.

\_\_\_\_\_  
Department Director

\_\_\_\_\_  
Date



## THE PORT AUTHORITY OF NY &amp; NJ



## MEMORANDUM

Office of the Chief Administrative Officer

TO: Joseph J. Seymour, Executive Director  
FROM: Mary Lee Hannell  
DATE: April 29, 2003  
SUBJECT: **MILITARY LEAVE POLICY ADDENDUM - TEMPORARY AND  
EXTENDED FULL TIME ACTIVE DUTY - INVOLUNTARY  
CALL UP**

COPY TO: L. LaCapra, L. Hofrichter, E. Schorno, S. Walsh, All Chiefs and Directors

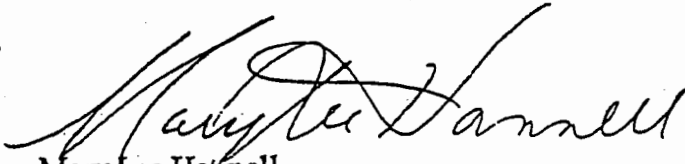
Since the beginning of the events of Operation Enduring Freedom, many employers have experienced a temporary loss of staff who have been called to active duty in the armed forces. The sudden call-up caused employers to re-evaluate their existing military leave policies with respect to compensation and benefits and many have since altered their policies to minimize the financial impact on employees and their families. As a gesture of support for employees called to active duty and to more closely align our policy with that of other metropolitan area employers, our existing policy should immediately be modified as follows.

In connection with the events of Operation Enduring Freedom:

- provide payment of salary differential for those called up, regardless of status, for the duration of the leave;
- continue health and dental benefits coverage for employees and their dependents for the duration of the leave;
- continue life insurance coverage for the employees at their current level for the duration of the leave.

Since September 2001, several employees have been called to involuntary active duty and more are anticipated. A review of our records indicates that 44 employees have regularly taken short-term military leave. Since some employees use vacation time to satisfy their annual reserve requirement, the potential number of employees who could be called to duty may be marginally higher. However, since (1) these employees are not being permanently replaced; (2) the Port Authority will be reimbursed for the employees' military pay, and (3) the employees' medical costs will be at least partially paid for by military coverage, any additional costs associated with the recommended changes would not be material.

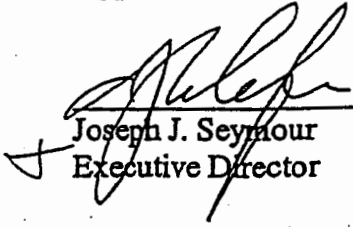
Attached is a comparison of our existing policy/proposed addendum and highlights of changes implemented by other metropolitan area employers.



Mary Lee Hannell  
Executive Advisor  
Office of the Chief Administrative Officer

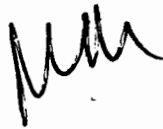


Approved:



30 April 2003

Joseph J. Seymour  
Executive Director



Attachment

Office of the Executive Director  
The Port of New York Authority

DOCUMENT V  
Revised

PAI 20-3.05  
August 3, 1967

## EXCUSED ABSENCES

### I. Introduction

This instruction describes the Port Authority's policy regarding excused absences for permanent, probationary and annual employees.

### II. Definition

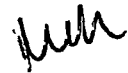
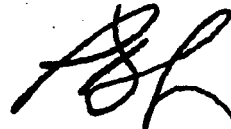
Excused absences are any authorized absences from scheduled hours of work for which no deduction is made from the employee's compensation, and which are not attributable to vacations, holidays, sick leave, military leave, or compensatory time credited or to be earned.

### III. Policy

#### A. All Service C Employees

Port Authority management grants time off with pay to Service C employees and identifies the absence as excused time under the following circumstances only:

1. Time necessary for involuntary participation in governmental proceedings such as jury duty, draft board examinations, Workmen's Compensation Board hearings, or appearing in court as a subpoenaed witness.
2. Time necessary for voting. Any eligible employee who desires to vote in a general election, primary election, special election or local election in the community where he resides, and who is required to work on the day of such election and whose hours of work are such that it will be difficult or impossible for him to vote, shall be granted two hours of excused time off to vote. Such time off shall be allowed only at the beginning or end of the employee's tour of duty as designated by his supervisor. However, any employee who has four or more consecutive hours before or after his working hours during which polls are open will be considered to have sufficient time to vote outside of his working hours and will not, therefore, be granted excused time.





3. Time necessary because of a death in the employee's immediate family (spouse, child, parent, brother, sister, spouse's parent, other person living in the employee's home). When more than three scheduled work days are needed, the additional time must be approved by the employee's department director. Absences in excess of five work days for any one instance require written approval by the Personnel Director, copy to the Manager, Accounting Division.
4. Time for donating to the Port Authority Blood Bank. Any employee who donates blood to the Port Authority Blood Bank during his normal work schedule is granted the rest of that working day off as excused time. Any employee who donates blood outside his normal work schedule is granted three hours of excused time, to be taken at a time mutually convenient to the employee and his supervisor.
5. One day, in connection with wedding of the employee.
6. One day, in connection with time when employee's wife gives birth.
7. One day, when employee who is head of household moves his family from one permanent residence to another.
8. Illness of spouse when pre-school or disabled child needs care, or illness of minor (pre-high school) child when employee is the only adult in the household responsible for the minor child's care (limited to a total of two paid days off per calendar year).
9. Time necessary when extreme weather or other conditions, found to be beyond the control of the employee, affects transportation to the work location resulting in a delay or absence from work, when approved by the employee's department director or deputy director. This authority may not be delegated further.
10. When early termination of normal tour is required, in order to comply with posted snow schedule assignment or to provide eight hours between termination of work and start of new work resulting from a change in schedule, excused time up to four hours is granted when authorized by the department director.
11. When early termination of work day for non-field employees is announced by the Personnel Director.

*mm*  
*AL*

12. When overtime work in excess of five and one-half hours is performed by an employee who is called in from off-duty status, sufficient excused time is granted in order to provide a period of four consecutive hours off before the employee starts his next normal tour. For example, if the employee works from midnight until 6 A. M. and is scheduled to work the 8 A. M. to 4 P. M. tour, he receives two hours of excused time and starts his tour at 10 A. M.
13. Special individual situations as recommended by the department director and approved by the Personnel Director.

CN-4  
12/25**B. All Service B (including EXB) Employees**

All Service B (including EXB) employees may receive excused time off with pay at the discretion of division or facility managers, when operating conditions permit. Such absences, when granted, should be limited to the time off reasonably required by the situation giving rise to the absence. Absences in excess of five work days for any one instance require written approval by the Personnel Director, copy to the Manager, Accounting Division.

- C. All provisions of this instruction affecting police employees are administered by the Superintendent of Police through his staff or facility commanding officers (see PAI 10-11.05).
- D. Service C, Clerical and Office classifications will be granted 1/2 day excused time, to be taken in combination with either the Good Friday half-holiday or the Christmas Eve half-holiday.

CN 6  
5/15

To: All Manual Holders  
From: V. T. Strom

Subject: REVISION - PAI 20-3.05, EXCUSED ABSENCES

Please make the following change in your Administrative Manual:

Reference

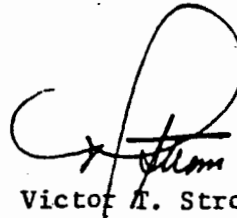
PAI 20-3.05  
Par. III

Revision

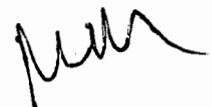
After Section C, insert an additional section D., to read as follows:

- D. Service C, Clerical and Office classifications will be granted 1/2 day excused time, to be taken in combination with either the Good Friday half-holiday or the Christmas Eve half-holiday.

The number of this Change Notice (CN-63) should be entered in the margin and the required information noted on the Change Notice Control Sheet as called for in PAI 15-1.02, paragraph VII, B. If you have any questions regarding this instruction, please call Tony Carroll on extension 7785.



Victor T. Strom, Director  
Organization and Procedures Department



DOCUMENT "W"

LONG-TERM DISABILITY (LTD) PROGRAM  
Sergeants Benevolent Association (SBA)

INTRODUCTION

Effective July 3, 1983 the LTD program was extended to employees represented for collective negotiations by the Port Authority Sergeants Benevolent Association in a Memorandum of Agreement executed on May 7, 1984.

LTD COVERAGE

Commencing July 21, 1991 if you have completed a minimum of one (1) year of continuous service with the Port Authority, you may be eligible for benefits under the LTD Program. The LTD Program is intended to partially replace the income you receive from the Port Authority during your active career should you become totally and permanently disabled due to an accident or illness. The term "totally and permanently disabled" means that you must be unable for the foreseeable future to perform the duties required of you as a Police Sergeant. If your disabling condition resulted from your job, (e.g. was deemed an injury on duty (IOD) and/or determined to be compensable under Workers' Compensation) you cannot receive benefits under the LTD program except that effective June 30<sup>th</sup>, 1998 an active Police Sergeant who has a minimum of one year of continuous service as a Port Authority employee and who the Port Authority determines is permanently disabled due to an injury incurred in the line of duty but who has been denied by the New York State and Local Police and Fire Retirement System for both accidental disability retirement and performance of duty disability retirement shall also be eligible to apply for LTD benefits.

LTD BENEFITS

If you are found to have become totally and permanently disabled, you will be eligible to receive an LTD allowance which, in combination with other relevant income, does not exceed 60% of your final base annual compensation. If you are granted an LTD allowance, in no event may the total Port Authority's portion of your LTD benefit exceed 50% of your final base annual compensation. In calculating the amount of "other relevant income" that will offset the Port Authority's portion of your LTD allowance, the "Option Zero" amount of your New York State and Local Police and Fire Retirement System benefit, any Workers' Compensation benefit, and the Primary Insurance Amount of your Social Security

*ASR* *mm*

Administration benefit based on a complete earnings history will be used. Any cost-of-living increases in these benefits will not further offset your LTD allowance.

Any income which you earn (i.e. through employment including self-employment) after you are granted an LTD allowance, will be considered "other relevant income" and will offset the Port Authority's portion of your LTD allowance and/or may affect your continued eligibility for LTD benefits.

The Office of Medical Services may periodically re-evaluate your medical condition to determine if you continue to be totally and permanently disabled based on the disabling condition for which you were granted LTD benefits.

The effective date for the beginning of your LTD allowance will coincide with the effective date of your ordinary disability or service retirement with the New York State and Local Police and Fire Retirement System, the Social Security Administration as applicable, or Workers' Compensation benefit. When these dates are not applicable, the effective date for beginning the LTD allowance will be the date on which the Office of Medical Services determines that a disabling condition exists. In all cases payment of the LTD allowance will not commence until the employee has been placed on an inactive payroll status.

The LTD allowance is paid for the duration of your disability subject to periodic re-evaluation by the Human Resources Department including the Office of Medical Services, or until you reach age 65. If you are granted an LTD allowance after you reach age 60, you will be entitled to a minimum of five years of LTD payments.

While you are collecting LTD benefits, your Port Authority group health and dental insurance benefits will continue to be provided to you as if you had retired. Group health benefits are provided at no cost, and you may elect group dental benefits in accordance with Section X Paragraphs (3) and (4) of the MOA. Your group term life insurance coverage will also continue, provided you elect it and either pay any required premiums or receive approval to have them waived by the insurance carrier.

### APPLYING FOR AN LTD ALLOWANCE

If you are disabled and meet the conditions for LTD eligibility as outlined above, you should contact the Long-Term Disability Coordinator in the Employee Benefits Section, Human Resources Department, for assistance in applying for an LTD allowance. The application is made in the form of a letter from you addressed to the Employee Benefits Manager. The letter should state that you are unable to perform the duties of your position, state whether it is due to a non-job or a job related medical condition and should request that you be considered for benefits under the LTD Program.

Handwritten signatures in black ink, including a large stylized signature and a smaller signature to its right.

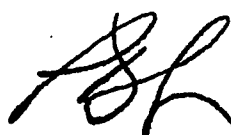
An application for LTD benefits must be filed while you are still in an active employment status. When you apply for an LTD allowance, you are also required to apply for retirement and/or disability benefits from both the New York State and Local Police and Fire Retirement System and the Social Security Administration. Evidence of having concurrently applied for these benefits (e.g. copies of applications for those benefits) must be submitted with your LTD application.

Before your application for an LTD allowance can be acted on, the Office of Medical Services will be requested to evaluate your medical condition to determine if you are totally and permanently disabled. Approval for Ordinary Disability benefits by the New York State and Local Police and Fire Retirement System or for disability benefits by the Social Security Administration is required in addition to being found disabled by the Office of Medical Services. However, if you are found to be disabled by the Office of Medical Services but are not approved by Social Security and are either not approved by the Retirement System or do not meet the Retirement System's ten year member credit requirement for applying for Ordinary Disability benefits, you will be required to undergo an additional medical evaluation. A determination based on the additional medical evaluation that you are totally and permanently disabled and unable to perform the duties required of you as a Police Sergeant will serve as a "second determination" in the absence of approval from Social Security or the Retirement System.

Based on the evaluation of the Office of Medical Services and any other medical evaluation that the Port Authority may request, as well as the results of your application for disability benefits from the New York State and Local Police and Fire Retirement System and the Social Security Administration, the Human Resources Director will consider your request and decide whether to recommend to the Executive Director that you be granted an LTD allowance.

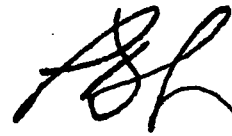
### APPROVAL PROCEDURE

Should the Executive Director approve the Human Resources Director's recommendation to grant you an LTD allowance, you will be notified of the amount of the LTD benefits payable and of the conditions under which they are paid. These conditions will include your cooperation with the Human Resources Department in furnishing any financial or employment information pertinent to your LTD allowance, submitting to a medical examination, if requested, by the Office of Medical Services and/or by any other physician that the Port Authority may designate. When your signed acceptance of these conditions is received, your LTD allowance will begin.

A handwritten signature in black ink, appearing to be 'ASR'.A handwritten signature in black ink, appearing to be 'MUN'.

CONFIRMATION OF CONTINUED ELIGIBILITY

Periodic reviews to confirm continued eligibility for LTD benefits will be conducted by the Human Resources Department. You will be required to answer questions regarding your sources of income and your employment status. You may be requested to report for a medical evaluation by the Office of Medical Services. Your full and timely cooperation with these reviews is necessary in order to maintain your eligibility for LTD benefits. These reviews may be conducted periodically after your LTD allowance is granted and while you continue to receive the LTD allowance.

A handwritten signature in black ink, appearing to be 'MMA'.A handwritten signature in black ink, appearing to be 'AHR'.

M E M O R A N D U M

TO: All Members of the Force  
FROM: Walter R. Lee  
DATE: August 30, 1979  
SUBJECT: PORT AUTHORITY POLICE PROTECTIVE VEST PROGRAM

The Port Authority will be supplying every member of the Police force with a Protective Vest. Attached for your guidance is information concerning protective vests, in general, and specifically the type of vest you will receive.

The program has been instituted for your benefit and your cooperation will enable us to expedite obtaining the information required to issue the vests.

*mm*  
*BR*

*W.R. Lee*  
Walter R. Lee  
Superintendent of Police



WHAT IS A PROTECTIVE VEST (SOFT BODY ARMOR)?

Soft Body Armor is a protective garment designed to be reasonably comfortable, lightweight, inconspicuous and flexible enough to be worn routinely while performing normal functions. It provides protection, but is not bullet proof.

A typical vest is composed of two components:

1. An outershell which simply holds the "ballistic package" in place.
2. A ballistic package is composed of layers of a nylon material such as "Kevlar" which provides the actual protection associated with the vest.

The number of layers of the ballistic material has a direct relationship to the level of protection a vest provides.

WHAT VEST WILL BE ISSUED?

You will have a choice of one vest produced by Burlington Protective Products, Point Blank Body Armor, or International Protectors, Inc. The specific model from each manufacturer is certified to meet Threat Level II protection. You are being given a choice simply because of the difference

in tailoring so you may pick the vest most comfortable for you. There is no difference in the protection any of these vests will provide.

HOW WERE THE VESTS CHOSEN?

The Equipment Technology Center of the International Association of Chiefs of Police (IACP) utilizing a grant from the Law Enforcement Assistance Administration conducted a Police Body Armor Testing Program.

The body armor testing project began in 1976 with the setting of test goals and development of performance criteria and testing methods. The National Bureau of Standards established the criteria and testing methods based on a lengthy research and development effort sponsored by the National Institute of Law Enforcement and Criminal Justice. Two independent laboratories were then selected to perform the body armor tests. Both laboratories were certified by the National Bureau of Standards to ensure that their capabilities and equipment met the stringet requirements for the body armor testing.

The weapons chosen for the test were those commonly used against police. The IACP conducted a survey which clearly indicated that handguns represented the greatest potential threat. Of the almost 23,000 weapons confiscated by police from 1971 through 1976, nearly 19,000 were handguns. Other confiscated weapons included shotguns and rifles.

The largest number of weapons that police confiscate are .38 caliber and smaller. Thus, these guns were classified as Threat Level I. Altogether, five levels of threat were delineated

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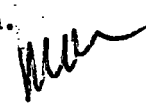
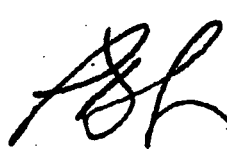
Threat Level I - .22 Caliber and .38 Caliber  
Threat Level IIA - Low velocity 9mm and .357 Magnum  
Threat Level II - High velocity 9mm and .357 Magnum  
Threat Level III - 7.62 (.308 Winchester)  
Threat Level IV - 30.06 Armor Piercing

Threat Level II was considered the highest threat level for soft body armor. The weight and design of vests or armor to protect against Threat Level III and IV would make the equipment uncomfortable.

The vests were tested for penetration and deformation. Under stringent testing procedures each vest was subjected to five shots from each of the various caliber weapons involved. Vests were eliminated if they were penetrated by a bullet or fragment, or if they caused a deformation in clay placed behind the vest, greater than 1.73 inches.

The standard for deformation was established to take into account the effect of "Blunt Trauma". Even though a bullet does not penetrate the vest, it pushes into the body with an effect called "Blunt Trauma". A severe trauma effect resulting from excessive deformation into the body could cause injuries as serious as, or more serious, than if the bullet had penetrated. The 1.73 inch deformation standard was established as an acceptable level of performance where the effect of "blunt trauma" is minimized. Any vest which, when tested, resulted in deformations in excess of 1.73 inches, were considered as unacceptable.

The three vests you will be choosing from have all passed the Threat Level II standards for penetration and deformation.



HOW DO YOU ORDER A VEST?

Your decision concerning a vest will be based solely on what is comfortable to you. Therefore, you will be given an opportunity to try each vest and be assisted in obtaining a proper fit.

A police officer will visit each facility on a schedule (to be published shortly) similar to that used for uniform inspection. He will have samples of all three vests in available sizes. A second set of vests will be available from 8 A.M. to 4 P.M., Monday thru Friday, at the Police Academy, One PATH Plaza, Jersey City, New Jersey, First Floor. There will always be an individual with the vests to assist you in selecting the proper size, but the choice of which model to select is up to you. After the facility visits have been completed, vests will continue to be available at the Police Academy, where all future orders will be placed.

HOW MUCH WILL THE VEST COST AND HOW WILL IT BE INSPECTED?

The vest will be provided at no cost to the officer. There will be no requirement that an officer wear the vest, nor will it be subjected to any form of uniform inspection. Any officer who does wear the vest will do so underneath his normal uniform. There will be a record kept after a vest is issued to insure that everyone who places an order receives a vest.

WHAT OPTIONS ARE AVAILABLE TO ME?

You will be asked to complete an order form when you select your vest. Aside from your name, employee number, and other general information, you will be asked to supply the following information:

*ASL* *mm*

1. **Manufacturer** - This is your selection after you have tried the three models being offered.
2. **Size** - The officer will be able to assist you in picking the correct size and you will have the opportunity to try on a vest in your size.
3. **Side Panel Protection** - This option affords additional ballistic panels on both sides of your body. These panels are not detachable from the vest. When considering this option, the individual must realize that this will further encompass his torso and may cause discomfort because it helps retain body heat.
4. **Color** - The outer shell will be available in white or blue. Again, this is a personal choice, and has nothing to do with the performance of the vest.

WARNINGS

1. The protective vest will not make you invincible. You should perform your functions in the same manner and take precautions as if you were not wearing the vest.
2. The vest may provide some protection against a slashing knife, but a sharp instrument, particularly an icepick, will penetrate the vest.

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*AL*

3. If a bullet does strike the vest and does not penetrate, you must still seek medical attention to determine if any internal injuries have been caused by the "blunt trauma" of the striking bullet.
4. Follow the laundering instructions indicated on your vest. Remove the ballistic packages and launder only the outer shell. Failure to remove the ballistic package during laundering could damage it enough to affect its performance.

GENERAL INFORMATION

The vests weigh approximately 3 lbs. or 4 lbs. with side panels.

After the field visits by the police officer, an initial order for vests will be processed. Subsequent orders will be placed as officers provide the information to Police Academy staff necessary for ordering. Recruits will be measured during their training and receive their vests as soon as possible.

*mm*

*AR*

TO: All Unit Heads  
FROM: Office of the Personnel Director  
DATE: March 3, 1965  
SUBJECT: STAND-BY TIME, CALL-INS, AND CARFARE ALLOWANCES  
COPY TO: Personnel Division Managers; Employee Organization Presidents

INFORMATION BULLETIN NO. 11

Recently, certain questions have arisen regarding interpretations of the Port Authority policy on stand-by time, call-ins and carfare allowances in connection with snow emergency conditions and other overtime situations.

Stand-by Time

When there is a possibility of a snow emergency, facility management may request off-duty employees to inform their supervisors, or other designated officials, where they can be reached by telephone, in the event it becomes necessary to call them in to work. Other than keeping in touch by telephone, these employees have no duties and are free to go where they please. Time spent in this way does not count as working time. Management should not require employees to remain in their homes while off duty. Where Service C employees are required to stand by at or near their facilities, the time spent counts as working time.


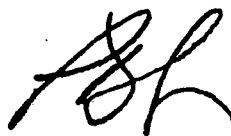
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*AR*

## Call-ins

When it is necessary to call an employee in to work, he is credited with only those hours worked from the time he arrives at the place of work to which he is assigned. The only occasion when an employee may be credited with travel time is when, in the discretion of the unit manager, an employee who is called in on an RDO and who normally takes less than one hour to get to work must travel longer than one hour to get to work because of weather conditions. In this case only, an employee may be credited with the time spent traveling to and from work which is in excess of one hour each way.

Under the overtime policy, each Service C employee is guaranteed four hours of overtime for a call-in on an RDO. Call-in guarantees also apply to situations where an employee is called in between regularly scheduled tours and released prior to the start of his regular tour. Where a call-in is such that it is contiguous to a regularly scheduled tour, no guarantee is applied and the hours worked in excess of the regularly scheduled tour are overtime hours. (e.g., if an employee is scheduled to work from 8:00 A.M. to 4:00 P.M. and he is called in at 6:00 A.M. and worked until 4:00 P.M., he is credited with two hours of overtime.) No schedule change premiums are paid where overtime is worked either before or after working a regularly scheduled tour.





Carfare Allowances

When an employee is required to work on an RDO, he is normally entitled to carfare allowance from his home to his assigned place of work. This carfare allowance is equal to the cost of public transportation. Where public transportation is unavailable or impractical, unit heads may authorize mileage allowances. (See PAI 15-3.05)

In the event an employee is called in from a location other than his home, he should receive the additional travel expenses incurred from that point to his assigned place of work. Supervisors should exercise discretion in calling in employees who may be required to travel a considerable distance. Supervisors are not required to call in an employee who is at some location other than his home for the purpose of maintaining an equal distribution of overtime.

*MS*

*AS*

S/S Harvey Sherman

Acting Personnel Director

TO: All Unit Heads  
FROM: Office of the Personnel Director  
DATE: July 22, 1968  
SUBJECT: HANDLING OF DISCIPLINARY MATTERS

COPY TO: Personnel Division Manager; Employee Organization Representatives

INFORMATION BULLETIN NO. 34

The following regulations shall govern certain aspects of the supervisor-subordinate relationship in the handling of disciplinary matters:

1. Every employee is entitled to the opportunity to rebut any written derogatory information or statements placed in his facility personnel folder. Whenever a memorandum is prepared containing such statements, a copy will be given to the employee for his information. If he so desires, he may write a statement in rebuttal of any allegations and this material will be attached to the written material prior to it being placed in the employee's file.
2. If in the course of an interview between a supervisor and an employee it appears that the matter under discussion may result in disciplinary action against the employee, he has the right to have his union representative present before the interview proceeds. *mm*



S/S Edward C. Gallas

# THE PORT AUTHORITY OF NY & NJ

One World Trade Center  
New York, N.Y. 10048

Commissioners  
William J. Ronan, Chairman  
W. Paul Suttman, Vice Chairman  
Andrew C. Astell  
George F. Burlinger  
Robert R. Douglass  
Jerry Frankstein  
Milton A. Gilbert  
James G. Hellmuth  
James C. Kellogg, III  
Gustave L. Levy  
Alan Sagner  
Victor R. Yantelli, S.J.

October 17, 1974

A. Glenn Kurbach  
Executive Director  
(212) 460-7271  
(212) 622-6600 (7271)


Mr. Dominick Evangelista, President  
Port Authority Police Benevolent Association  
P. O. Box 120  
Times Square Station  
New York, New York 10036

Mr. Gennaro Aprile, President  
Port Authority Police Sergeants  
Benevolent Association  
P. O. Box 436  
Church Street Station  
New York, New York 10008

Gentlemen:

Please be advised that so long as a commonalty of interest, as reflected in full flow-through benefit features, is maintained in connection with the negotiation of subsequent Memoranda of Agreement with the PBA and SBA, the Port Authority concurs in your recommendation that representatives of both Associations be permitted to participate jointly in the negotiations.

Sincerely,

  
Robert F. Bennett  
Special Assistant to  
the Executive Director

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*AS*

**THE PORT AUTHORITY OF NY & NJ**

October 18, 1974

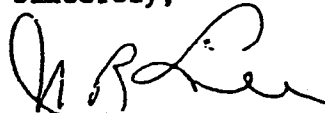
Sgt. Gennaro Aprile, President  
Port Authority Police Sergeants  
Benevolent Association  
P. O. Box 436  
Church Street Station  
New York, New York 10008

Mr. Dominick Evangelista, President  
Port Authority Police  
Benevolent Association  
P. O. Box 120  
Times Square Station  
New York, New York 10036

Gentlemen:

In response to your questions, please be advised that non-police personnel employed at tunnel and bridge facilities shall not wear the same uniforms as police officers, shall not utilize the police locker rooms, shall stand roll call separate and apart from police officers, and such personnel shall not be required to operate marked police cars.

Sincerely,



Walter Lee  
Superintendent of Police

*WLL*



**THE PORT AUTHORITY OF NY & NJ**

One World Trade Center  
New York, N.Y. 10048

Commissioners  
William J. Ronan, Chairman  
W. Paul Stillman, Vice Chairman  
Andrew C. Axtell  
George F. Berlinger  
Robert R. Douglass  
Milton A. Gilbert  
James G. Hellmuth  
James C. Keillogg, III  
Gustave I. Levy  
Matthew Nimetz  
Alan Sagner  
Victor R. Yanitelli, S.J.

Daniel L. Kurshan  
Director of Administration  
(212) 466-7207

September 19, 1975

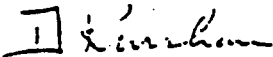
Mr. Dom Evangelista, President  
Port Authority Police Benevolent  
Association, Inc.  
P.O. Box 120, Times Square Station  
New York, New York 10036

Dear Mr. Evangelista:

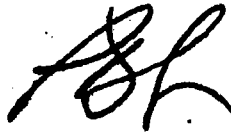
This is to confirm Mr. Duffy's oral advice to you that the Port Authority has undertaken to provide probationary police officers with accidental death and disability benefits equivalent to those provided to police officers who are enrolled in the New York State Policemen's and Firemen's Retirement System.

The benefits provided are briefly summarized in the attachment to this letter.

Sincerely,



Enclosure





ACCIDENTAL DEATH AND DISABILITY BENEFIT  
FOR PROBATIONARY POLICE OFFICERS

ACCIDENTAL DEATH BENEFIT

Eligibility: If cause of death is the natural and proximate result of an accident sustained in the performance of duty in Port Authority police service and is not caused by the willful negligence of the police officer.

Benefit: One-half (1/2) Final Average Salary, reduced by any lump sum or concurrent Workmen's Compensation benefit.

Beneficiary  
Priority:

1. Widow (if living) during her widowhood.
2. Child, or children, under 18 until age 18, surviving after widow's death or remarriage (or as survivors of police officer if there is no widow).
3. If no surviving widow or child, police officer's dependent mother or father, for life.

ACCIDENTAL DISABILITY BENEFIT

Eligibility: If physically or mentally incapacitated for performance of duty as the natural and proximate result of an accident sustained in the performance of Port Authority police service not caused by the willful negligence of the police officer.

Benefit: Three-quarters (3/4) Final Average Salary, reduced by any lump sum or concurrent Workmen's Compensation benefit

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**THE PORT AUTHORITY OF NY & NJ**

*Rosetta A. Jannotto*  
Deputy Director  
Human Resources Department

March 15, 2005

Mark O'Neill, President  
Port Authority Police Sergeants Benevolent Association  
220 Bridge Plaza South  
Fort Lee, NJ 07024

Dear Sergeant O'Neill:

Based on the United States Department of Labor revisions to the federal Fair Labor Standards Act (FLSA) regulations that became effective August 23, 2004, and after discussion with you on this matter, it has been concluded that Port Authority Police Sergeants and Detective Sergeants can no longer be treated as exempt from the overtime provisions of the FLSA. We believe that the implementation of this change can be effectuated by May 1, 2005.

Sincerely,

Rosetta A. Jannotto  
Deputy Director  
Human Resources Department

cc: L. LaCapra  
W. Morrison  
P. Rooney  
P. Segalini  
J. Tobia

**THE PORT AUTHORITY OF NY & NJ**

Memorandum

From: All Facility Commanding Officers  
 John S. Giovanni  
 Date: September 29, 1981  
 Subject: TOUR COMMANDER DISCRETION - TWO-MAN PATROLS

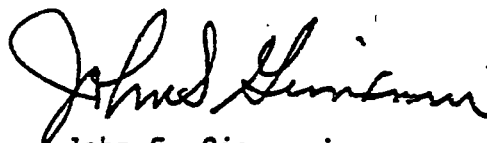
Reference:

Copy To:

Refer To	Date	Noted By
Return To		File

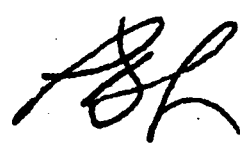
Tour Commanders at Port Authority facilities have in the past exercised their discretion to team up police officers on patrol. It is the intention of the Port Authority Police Division to continue to allow Tour Commanders to team up police officers when, in the judgment of the Tour Commander, it is warranted by a legitimate concern for the officer's safety.

Commanding Officers should discuss this matter with their police supervisors so they understand the applicability of this practice at their respective commands.



John S. Giovanni  
 Superintendent of Police

*mm*





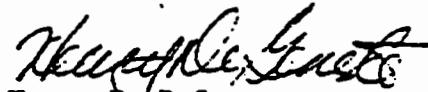
April 23, 1984

Sergeant Gennaro Aprile, President  
Sergeants Benevolent Association  
220 Bridge Plaza South  
Fort Lee, New Jersey 07024

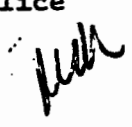
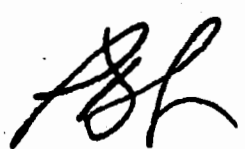
Dear Sergeant Aprile:

During the course of negotiations, we discussed the scope of services to be made available to police employees to combat stress. This letter will confirm that we will convene an ad-hoc committee with representation from your organization within 60 days of execution of the Memorandum of Agreement effective July 3, 1983, to obtain input from your Association and written recommendations for the Superintendent's consideration within another 60 day period.

Sincerely,



Henry I. DeGeneste  
Superintendent of Police



**THE PORT AUTHORITY OF NY & NJ**

One World Trade Center  
New York, N.Y. 10048

(212) 466-7000  
(201) 622-6600

June 21, 1988

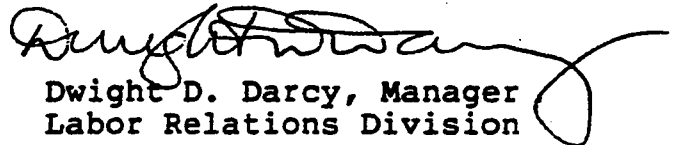
Mr. Gennaro Aprile, President  
Port Authority Police Sergeants  
Benevolent Association  
220 Bridge Plaza South, 2nd Floor  
Fort Lee, New Jersey 07024

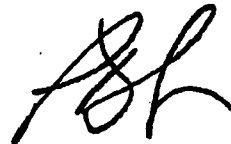
Dear Mr. Aprile:

In response to your request for information as to the differences between the Group Health Insurance in effect for managerial employees as of July 3, 1983, and that in effect for managerial employees as of July 26, 1987, please be advised that the latter generally provides the following additional elements:

- coverage for both out-patient and in-patient treatment of drug dependency on the same basis as provided for alcohol dependency
- the lifetime major medical maximum has been increased to one million dollars.

Sincerely,

  
Dwight D. Darcy, Manager  
Labor Relations Division





**THE PORT AUTHORITY OF NEW YORK AND NEW JERSEY**

RECEIVED  
APR 24 1984  
COMMUNICATIONS SECTION  
PORT AUTHORITY OF NEW YORK AND NEW JERSEY  
100 WALL STREET  
NEW YORK, N.Y. 10038

April 23, 1984

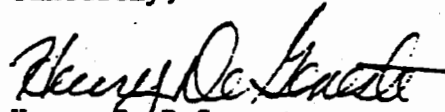
Sergeant Gennaro Aprile, President  
Sergeants Benevolent Association  
220 Bridge Plaza South  
Fort Lee, New Jersey 07024

Dear Sergeant Aprile:

Confirming discussions at Negotiations, The Port Authority will:

1. Provide "large" sized vehicles, as defined by NAFA, the National Association of Fleet Administrators for patrol purposes, if available, with Police packages.
2. Apply to the FCC for additional radio channels within 60 days of the execution of the Memorandum of Agreement, using as its justification in the application, that such channels are necessary for police purposes. Periodic re-applications will be made if the initial request is disapproved, and copies of all applications and re-applications will be provided to the Sergeants Benevolent Association.

Sincerely,

  
Henry L. DeGeneste  
Superintendent of Police

*mm*

*SH*

BUCKSLIP

To: Marianne Reinhardt  
From: Paul Segalini  
Date: January 9, 1985  
Subject: RETIREMENT OF SERGEANT CASEY

Copy To: P. Ciano, D. Darcy, H. Zulauf  
*PK*

Stan Dabrowski of the Police Division advises me that they have been following the practice of not seeking reimbursement from terminating police personnel if such personnel have already used all their personal leave allowance irrespective of when they retired. In Sergeant Casey's case he is retiring in January and he has already taken all five of the personal leave days he would be entitled to for 1985. Based on the Police Division's practice, we will not seek reimbursement for any of those personal days even though the operable provision of the SBA agreement might be interpreted to mean that terminating police personnel are only entitled to two personal days for every four months in a given year.

*OF PAY*

*PKS*  
Paul Segalini

*PK*

*PK*

**THE PORT AUTHORITY OF NY & NJ**

One World Trade Center  
New York, N.Y. 10048

Law Department

Patrick J. Falvey  
General Counsel  
Francis A. Mulhern  
Deputy General Counsel  
Joseph Lesser  
Assistant General Counsel

Finance Division

Michael S. Zarin, Chief  
John F. Duffy, Deputy Chief

Attorneys

Jeffrey S. Green  
Lawrence S. Hofrichter  
Lawrence S. Cumberbatch

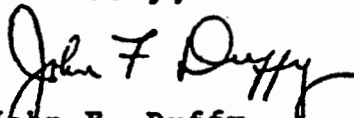
April 23, 1976


Alfred A. Osterweil, Esq.  
Osterweil and LeBeau  
Ferry Plaza Building  
Edgewater, New Jersey 07020

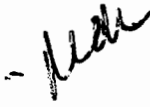
Dear Mr. Osterweil:

Pursuant to our recent telephone conversation, please be advised that under the new Port Authority Labor Relations Instruction an allegation that the Authority has, during the period covered by an agreement with an employee organization, unilaterally changed the terms and conditions of employment of employees which are not specifically spelled out in the agreement, would be a proper subject of an improper practice charge for processing by the Panel under clause (d) of Paragraph A. of Section XI of the Instruction.

Sincerely,

  
John F. Duffy





cc: Edward Meskin

# THE PORT AUTHORITY

October 16, 1992

Lieutenant Louis Echavarria, Jr.  
President, Port Authority Police  
Superior Officers Association

Sergeant Gennaro Aprile  
President, Port Authority Police  
Sergeants Benevolent Association  
220 Bridge Plaza South  
Fort Lee, New Jersey 07024

Detective Garvin Bacchus  
President, Port Authority  
Detectives Endowment Association  
JFK Airport Station  
P.O. Box 406  
Jamaica, New York 114430-0406

Police Officer Gus Danese  
President, Port Authority Police  
Benevolent Association, Inc.  
611 Palisade Avenue  
Englewood Cliffs, N.J. 07632-0602

RE: Settlement of Holiday Pay Grievance

Gentlemen:

The following represents full settlement of Grievance Numbers 12P-86 and 16L-86 which deal with the proration of holidays and payment thereof upon death or retirement of an individual in good standing. Particular to these grievances are P.O. Malvey and Lt. R. Prior. However, this settlement will be acknowledged by all unions to provide consistency of payment and to preclude any subsequent grievances on this subject.

The parties agree that, with respect to the computation of the allowance attributable to holidays to be granted to a unionized police employee in good standing who is separated for such reasons as reduction in force, death or retirement, the proration shall be based on the number of RDO's remaining in the individual's schedule as of the date of separation with the last 12 RDO's to be attributable to holidays to be paid on separation.


*AK* *mm*

For example, an individual with 10 RDO's remaining in his/her schedule as of the date of separation shall be credited with 10 days attributable to holidays to be paid upon separation. An individual who has received his/her entire allotment of RDO's as of the date of separation shall not be credited with any days attributable to holidays, to be paid upon separation.


This settlement is not intended to alter in any way the method of payment for vacation upon separation. Namely, individuals shall continue to receive payment for unused vacation in the year of separation in accordance with Appendix D of the respective Memoranda of Agreement.

This agreement is contingent upon acceptance by the PBA, SBA, DEA and SOA of this method of proration in light of the fact that all four organizations have the same language in their agreements with respect to this item.

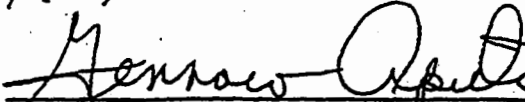
Sincerely,

  
Gerald R. Drasheff, Manager  
Police Planning and  
Administration

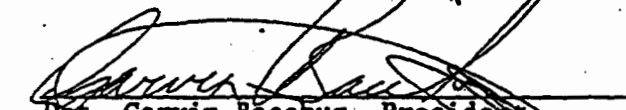
Agree

  
Lt. Louis Echavarria, Jr., President  
Superior Officers Association

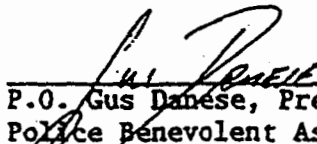
Date: January 7, 1993

  
Sgt. Gennaro Aprile, President  
Sergeants Benevolent Association

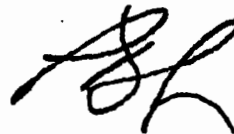
Date: Oct 16, 1992

  
Det. Garvin Bacchus, President  
Detectives Endowment Association

Date: Oct 16, 1992

  
P.O. Gus Danese, President  
Police Benevolent Association

Date: 10-27-92







March 23, 2005

Sergeant Mark O'Neill, President  
Port Authority Police Sergeant's  
Benevolent Association  
220 Bridge Plaza South  
Fort Lee, NJ 07024

**Re: Coverage of the Central Police Desk By PATH Sergeants**

Dear Sergeant O'Neill:

Pursuant to our conversations regarding the above captioned matter, it is agreed the following continue to occur:

1. A Patrol Sergeant assigned to the PATH Facility Command shall be permitted to provide relief coverage for the Central Police Desk Sergeant for a meal and relief period on the Night Tour (2200 x 0600) and Afternoon Tour (1400 x 2200) seven days a week and on the Day Tour (0600 x 1400) on the weekends and Port Authority Holidays.
2. When the PATH Sergeant is providing a meal and relief period as indicated in paragraph one above, he shall not receive the payment provided under Section XV (5).
3. One PATH Sergeant position (2200 x 0600 F/S RDO) (previously designated in the 1989-1991 Memorandum of Agreement as a flyer) shall relieve the Central Police Desk every Sunday and Monday, and every third Tuesday. When that Sergeant position is not relieving the Central Police Desk Sergeant pursuant to this paragraph, he/she shall be assigned to PATH and shall cover any authorized PATH roll call position.
4. When the PATH Sergeant identified in paragraph three above is performing the work described in paragraph three above he shall not receive the payments provided for under Section XV (5).


*AR* *mm*



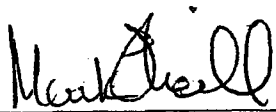
5. All other provisions of the Memorandum of Agreement not expressly modified herein shall remain in effect.

It is agreed and understood this letter shall become part of the July 21, 2003 to January 20, 2010 Memorandum of Agreement when it is executed.

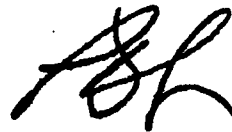
Very truly yours,

  
Michael P. Valenti  
Chief of Staff  
Public Safety Department

Concur:

  
\_\_\_\_\_  
Sergeant Mark O'Neill, President  
Port Authority Police Sergeant's  
Benevolent Association

Date: 3/23/05







March 11, 2005



Sergeant Mark O'Neill, President  
Port Authority Police Sergeants  
Benevolent Association  
220 Bridge Plaza South  
Fort Lee, New Jersey 07024

**RE: POLICE ACADEMY FIRE SCHOOL AND JFKIA SERGEANT COVERAGE**

Dear Sergeant O'Neill:

The Port Authority Police Sergeants Benevolent Association and The Port Authority of New York and New Jersey agree to the following concerning the Police Academy Fire Training School (Fire School) located at JFKIA. This agreement shall become effective upon execution of the 2003-2010 Memorandum of Agreement.

- o Two (2) Sergeants are to be assigned when actual fire suppression training is being conducted at the Fire School.
- o Fire School Sergeant deficiencies or vacancies may be filled by qualified Police Sergeant(s) assigned to JFKIA if Police Academy Sergeants cannot fill the position(s) on either straight time or overtime. The JFKIA Police Sergeant(s) will not be entitled to the payment provided for under Section XV (5) of the parties 2003-2010 Memorandum of Agreement.
- o JFKIA Facility Police Command Police Sergeant Roll Call vacancy(s) created by the assignment of qualified JFKIA Police Sergeant(s) to the Fire School shall be filled in accordance with procedures set forth in Appendix "M", for Attachment "A" position vacancy(s).

If you are in agreement with the above please sign below.

Sincerely,

*Michael P. Valenti*  
Michael P. Valenti  
Deputy Chief  
Chief of Staff

Concur:

*Mark O'Neill*  
Sergeant Mark O'Neill, President  
Port Authority Police Sergeants  
Benevolent Association

Date: 3/24/05



March 24, 2005

Sergeant Mark O'Neill, President  
Port Authority Police Sergeant's  
Benevolent Association  
220 Bridge Plaza South  
Fort Lee, NJ 07024

Dear Sergeant O'Neill:

This letter shall memorialize the agreement by and between The Port Authority Sergeant's Benevolent Association and The Port Authority of New York and New Jersey wherein the parties agreed as follows:

Until the current Absence Control Unit (ACU) Sergeants (Sergeants Wickers and Caso) both vacate the Absence Control Unit, the starting times shall be: 6 x 2, 7 x 3 or 8 x 4 but only one ACU Sergeant may be assigned to work the 8 x 4 tour. The 8 x 4 tour, if utilized, shall be rotated between the two ACU Sergeants on a reasonable basis.

When the current ACU Sergeants (Sergeants Wickers/Caso) both vacate the ACU Sergeant positions the starting times for the ACU Sergeant shall be as set forth in Section XV of the Memorandum of Agreement.

If you concur with the above, please execute below.

Very truly yours,

Michael P. Valenti  
Deputy Chief  
Chief of Staff

Concur:

\_\_\_\_\_  
Sergeant Mark O'Neill, President  
Port Authority Police Sergeant's  
Benevolent Association

Date: 3/24/05

**THE PORT AUTHORITY OF NY & NJ**

POLICE HEADQUARTERS  
PORT AUTHORITY TECHNICAL CENTER  
241 ERIE STREET, ROOM 302  
JERSEY CITY, NEW JERSEY 07310

March 10, 2005



Sergeant Mark O'Neill, President  
Port Authority Police Sergeant's  
Benevolent Association  
220 Bridge Plaza South  
Fort Lee, NJ 07024

RE: HOLIDAYS/2005/ADMINISTRATIVE CHART

Dear Sergeant O'Neill:


This letter shall serve to memorialize the agreement by and between The Port Authority of New York and New Jersey (Port) and the Port Authority Police Sergeant's Benevolent Association (SBA), which has arisen regarding the holiday entitlement of those Sergeants assigned to the administrative chart in the calendar year 2005.

In resolution thereof the parties agree that Sergeants who are assigned to the administrative chart for the year 2005 shall be entitled to an additional Regular Day Off (RDO) for a total of seven (7) additional Regular Days Off (RDO's) for the year 2005. Those Sergeants who are assigned to the administrative chart for the year 2005 will receive only ten (10) Port Authority holidays for the year 2005.

All other provisions of the Port Authority Police Sergeant's Benevolent Association Memorandum of Agreement not modified herein shall remain in full force and effect.

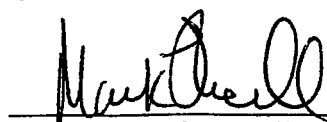
If you concur with the above, please sign and return one original to my office.


Very truly yours,

  
Michael P. Valenti  
Deputy Chief  
Chief of Staff



Concur:

  
Sergeant Mark O'Neill, President  
Port Authority Police Sergeant's  
Benevolent Association

Date: 3/10/05 

Frank J. Fahey  
General Counsel and  
Assistant Executive Director  
(212) 466-7631  
(212) 622-6610 47691

October 1, 1981

Dominick Evangelista, President  
Port Authority Police  
Benevolent Association, Inc.

Gennaro Aprile, President  
Port Authority Police Sergeants  
Benevolent Association

Ernest Rossano, President  
Port Authority Police Superior  
Officers Association

Frank Carlomagno, President  
Port Authority Detectives  
Benevolent Association

Gentlemen:

This is to advise you that the coverage afforded by the Section in each of the Memoranda of Agreement executed this date with your respective Associations, entitled "Indemnification and Defense Against Civil Liability", is not limited to activities occurring while the police employee is actually on duty performing services for which he is being compensated by the Port Authority, provided the activities are otherwise covered by the terms of that provision.

Very truly yours,

Dwight D. Darcy  
Principal Attorney

This letter is not subject to the grievance-  
Arbitration procedure of the Memorandum of Agreement



March 23, 2005

Sergeant Mark O'Neill, President  
Port Authority Police Sergeant's  
Benevolent Association  
220 Bridge Plaza South  
Fort Lee, NJ 07024

Dear Sergeant O'Neill:

It is hereby agreed by and between the parties that any and all references to Port Authority Personnel Director in Appendix F and the attachments thereto in the Memorandum of Agreement 2003-2010 shall be modified and supplemented to include the following: "or his/her successor in responsibilities".

Very truly yours,

Michael P. Valenti  
Deputy Chief  
Chief of Staff

Concur:

Sergeant Mark O'Neill, President  
Port Authority Police Sergeant's  
Benevolent Association

Date: 3/23/05



June 30, 1998

Sergeant Mark O'Neill, President  
Port Authority Police Sergeants  
Benevolent Association  
220 Bridge Plaza South  
Fort Lee, New Jersey 07024

**RE: P.A.I. 20-1 DATED 9/70; P.D.I. 2-5 AND 7-1 REVISED DATED 9/81**

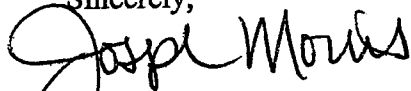
Dear Sergeant O'Neill:

In the event a member of the force conducts himself in a manner which renders him unfit for the responsibilities of a Police Sergeant, or conducts himself in a manner which is grossly prejudicial to the best interests of the Port Authority, he may be suspended by the Superintendent of Police.

A member of the force may be suspended on a no pay basis only in accordance with the Drug Testing Policy and Procedures (Appendix O.) or when he is either arrested or indicted by a Grand Jury. In all other situations when a member is suspended he will be on administrative suspension, with pay.

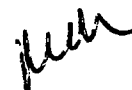
Those members suspended without pay, and administratively suspended with pay, are to be guided by the practices contained in the referenced P.A.I. and P.D.I.'s, as modified by the Memorandum of Agreement.

Sincerely,

  
Joseph Morris  
Deputy Inspector  
Labor Relations Unit

Public Safety Department







PAUL D. SEGALINI  
DIRECTOR  
LABOR RELATIONS DEPARTMENT  
3 GATEWAY CENTER, GROUND FLOOR  
NEWARK, NJ 07102  
(973) 792-3580  
(973) 792-3596 FAX

March 31, 2005

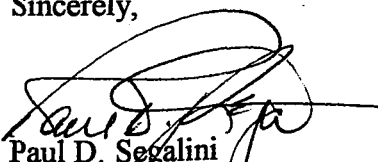
Sergeant Mark O'Neill, President  
Sergeants Benevolent Association  
220 Bruce Reynolds Blvd.  
Fort Lee, NJ 07024

Dear Sergeant O'Neill:

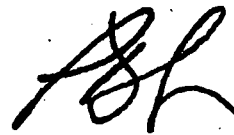
In connection with the Memorandum of Agreement between the Port Authority of New York and New Jersey (Port Authority) and the Sergeants Benevolent Association, the parties agree that the continued inclusion of PDI's as documents annexed to the Memorandum of Agreement is without prejudice to any argument which either party may make in any Arbitration and/or Improper Practice proceeding concerning the issuance by the Port Authority of Police Operations Instructions (POI's).

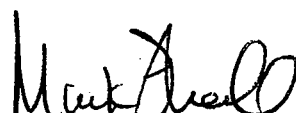
Any PDI(s) annexed to the Memorandum of Agreement shall remain in effect until such PDI(s) are removed as a result of negotiations or mutual concurrence of the parties or as a result of a determination by an arbitrator or by the Port Authority Labor Relations Panel that the Port Authority had the right to modify or remove such PDI(s).

Sincerely,

  
Paul D. Segalini  
Director  
Labor Relations Department





**CONCURRED:**   
Mark O'Neill, President  
Sergeants Benevolent Association



In the Matter of

Port Authority Police  
Benevolent Association, Inc.,

CHARGING PARTY,

CASE NO. IP 96-3 (PBA)

Port Authority Police  
Sergeants Benevolent Association,

CHARGING PARTY,

CASE NO. IP 96-4 (SBA)

Port Authority Police  
Detectives Endowment Association,

CHARGING PARTY,

CASE NO. IP 96-5 (DEA)

Port Authority Police  
Lieutenants Benevolent Association,

CHARGING PARTY,

CASE NO. IP 96-6 (LBA)

Union of Automotive Technicians,

CHARGING PARTY,

CASE NO. IP 96-7 (UOAT)

- against -

The Port Authority  
of New York and New Jersey,

RESPONDENT.

Port Authority Police  
Lieutenants Benevolent Association,

CHARGING PARTY,

CASE NO. IP 98-22 (LBA)

Union of Automotive Technicians,

CHARGING PARTY,

CASE NO. IP 98-23 (UOAT)

Port Authority Police  
Detectives Endowment Association,

CHARGING PARTY,

CASE NO. IP 98-24 (DEA)

Port Authority Police  
Sergeants Benevolent Association,

CHARGING PARTY,

CASE NO. IP 98-25 (SBA)

Port Authority Police  
Benevolent Association, Inc.,

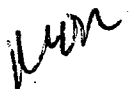
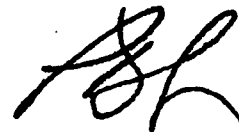
CHARGING PARTY,

CASE NO. IP 99-3 (PBA)

- against -

The Port Authority  
of New York and New Jersey,

RESPONDENT.



STIPULATION OF SETTLEMENT

## BACKGROUND

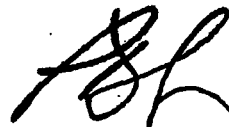
On or about February 2, 1996, the Port Authority Police Benevolent Association, Inc. ("PBA"), the Sergeants Benevolent Association ("SBA"), the Detectives Endowment Association ("DEA"), the Lieutenants Benevolent Association ("LBA"), and the Union of Automotive Technicians ("UOAT") filed charges of alleged improper practice under §XI(A)(d) of the Port Authority Labor Relations Instruction concerning the alleged unilateral elimination of an alleged past practice "... by failing to hold the annual Port Service Club Luncheon in 1995." These Charges (denoted, respectively, IP 96-3, IP 96-4, IP 96-5, IP 96-6, and IP 96-7) are identical in all material respects and were consolidated for hearing before Panel-appointed Hearing Officer Daniel Brent on September 16, and September 28, 1998.

On or about December 22, 1998, the LBA, the UOAT, the DEA, and the SBA again filed charges of alleged improper practice under §XI(A)(d) of the Port Authority Labor Relations Instruction. These new Charges (denoted, respectively, IP 98-22, IP 98-23, IP 98-24, and IP 98-25) are identical in all material respects and allege that "... the [Port Authority] violated the [Port Authority Labor Relations] Instruction, the Past Practices clause contained in the Memorandum of Agreement, and the Panel's Final Decision and Order in IP 91-28 ..." when the Port Authority failed to negotiate concerning the Port Service Club Luncheon in 1998. On February 12, 1999, the PBA filed its own Charge concerning this matter (denoted

IP 99-3) and was joined to the consolidated proceeding before Panel-appointed Hearing Officer Irwin Kaplan.

NOW THEREFORE, THE PARTIES HERETO, having had the opportunity to consider the matter and desiring to resolve the dispute between them and in full satisfaction of all claims directly and/or indirectly arising out of any or all of the above-captioned Charges, AGREE AS FOLLOWS:

1. The Port Service Club Luncheon shall be, and hereby is, abolished as a benefit or term or condition of employment effective upon execution of this agreement for each and all of the members of the negotiating units represented by the Charging Parties hereto, and each and all of Charging Parties renounce any claim of right to continuation of same by the Port Authority;
2. The Service Awards Program (whereby the Port Authority gives a Service Award to employees upon the attainment of every fifth year of service - i.e., their 5<sup>th</sup>, 10<sup>th</sup>, 15<sup>th</sup>, 20<sup>th</sup>, etc. anniversaries of employment) shall be continued for those employees in the bargaining-units represented by the Charging Parties except that, commencing January 1, 2000, the Service Awards Program shall be eliminated with respect to any employee who has attained 25 years or more service. There shall be no further diminishment in the Service Awards program or in the value of the Service Awards given to employees at the attainment of the 5<sup>th</sup>, 10<sup>th</sup>, 15<sup>th</sup>, and 20<sup>th</sup> year of service;



3. In light of the elimination of benefits as described in ¶¶1 and 2, above, each employee in any of the negotiating units represented by the Charging Parties who has, on or after January 1, 2000, attained 25 years or more service with the Port Authority shall be granted one (1) additional vacation day annually, to be taken pursuant to the applicable Memorandum of Agreement;
4. The Charging Parties hereby agree to release the Port Authority, its officers, agents, and/or assigns from any and all claims arising directly or indirectly out of this matter up until the date of execution of this Stipulation of Settlement; and the Charging Parties further agree to withdraw, with prejudice, each and all of the above-captioned Charges except that the Port Authority Employment Relations Panel shall have exclusive jurisdiction to hear any further future Charge which alleges a violation of this Stipulation;
5. In consideration of the foregoing release, the Port Authority agrees to remit the total sum of \$31,000.00 as attorneys fees and expenses. This remittance shall be made to the Sergeants Benevolent Association as agent of the Charging Parties and designated by all of them jointly to receive such amounts as their escrow agent/fiduciary;
6. By execution of this agreement the Port Authority neither admits nor denies that its actions in this matter constitute a violation of the Port Authority Labor Relations Instruction or any Memorandum of

Agreement it has with any of the Charging Parties hereto; and

7. The parties further agree that they have entered this agreement for purposes of resolving the each and all of the disputes now extant between them concerning the Port Service Club and, except as provided in ¶4 above, this Stipulation shall not be cited as precedent in any future proceeding between them.

DATED: 5/24/99

FOR THE POLICE  
BENEVOLENT ASSOCIATION, INC.

*Joseph J. Pansica*

FOR THE SERGEANTS  
BENEVOLENT ASSOCIATION

*Mark A. Neill*

FOR THE LIEUTENANTS  
BENEVOLENT ASSOCIATION

*John Clarence J.*

FOR THE DETECTIVES  
ENDOWMENT ASSOCIATION

*Bruce Malle*

FOR THE UNION  
OF AUTOMOTIVE TECHNICIANS

*John Lynch*

FOR THE PORT AUTHORITY  
OF NEW YORK AND NEW JERSEY

*Paul S. Fazio*

*ASh*

*MM*

**THE PORT AUTHORITY OF NY & NJ**

JOSEPH MORRIS  
CHIEF OF DEPARTMENT  
ACTING SUPERINTENDENT OF POLICE

PORT AUTHORITY TECHNICAL CENTER  
241 ERIE STREET, ROOM 302  
JERSEY CITY, NJ 07310

(201) 239-3693  
E-mail: jmorris@panynj.gov



March 7, 2002

Sergeant Mark O'Neill, President  
Port Authority Police Sergeants  
Benevolent Association  
220 Bridge Plaza South  
Fort Lee, New Jersey 07024

**RE: SBA GRIEVANCE NO. 12S-01**

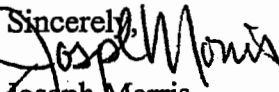
Dear Sergeant O'Neill:

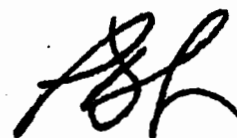
In full and complete resolution of SBA Grievance No. 12S-01, the parties agree as follows:

In accordance with Section I, paragraph 5, The Port Authority is to provide the Association with ... "all current and future P.A.I's, A.P's, P.D.I's, P.O.I's, O.P.I's, H.R.P's and L.D.D's affecting Port Authority Police Sergeants, such as memoranda from Police Headquarters, Facility Police Commands, or consolidated Police Zones Commands prepared for bulletin board posting or general dissemination to such Police Sergeants".


In clarification thereof such memoranda shall include all "All Members of the Command, bulletins (also referred to as AMOC's), All Members of the Force Bulletins (also referred to as AMOF's)) and all memoranda regardless of the format which affect the contractual rights of Association members such as, but not limited to overtime caps.

If the above meets with your approval please execute below and return one (1) original to this office.

Sincerely,  
  
Joseph Morris  
Chief of Department/  
Acting Superintendent of Police  
Public Safety Department

Handwritten initials, possibly "AR", in black ink.

Concur:

  
Sergeant Mark O'Neill, President  
Port Authority Police Sergeants  
Benevolent Association

Date: 3-20-02

Handwritten initials, possibly "LW", in black ink.



March 16, 1999

Sergeant Mark O'Neill, President  
Port Authority Police Sergeants Benevolent Association  
220 Bridge Plaza South  
Fort Lee, New Jersey 07024

RE: Grievance No. 8S - 98 Police Sergeant's Starting Times

Dear Sergeant O'Neill,

The Port Authority Police Sergeants Benevolent Association (SBA) and Port Authority of New York and New Jersey (Port Authority) agree to the following concerning the settlement of the above referenced matter.

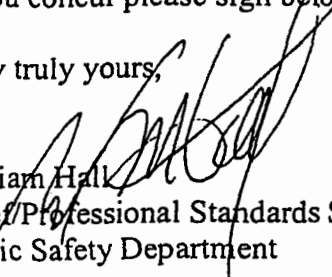
When a change of a Police Sergeant's or Detective Sergeant's regularly scheduled tour of duty is due to conditions set forth under Section XV, 1, d, (iii) of the Memorandum of Agreement the starting and ending times of the new tour to which the Sergeant is assigned shall be in accordance with the starting and ending times set forth in Section XV, 1, b, (1) of the Memorandum of Agreement.

All Commanding Officers will be notified via memorandum of this requirement.


The SBA shall withdraw Grievance No. 8S - 98.

If you concur please sign below and return one to my office.

Very truly yours,

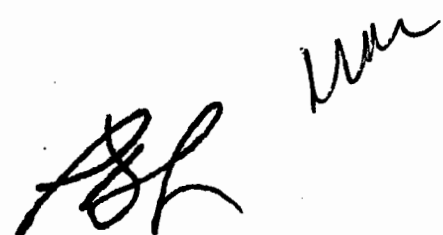
  
William Hall  
Chief Professional Standards Section  
Public Safety Department

Concur:

  
\_\_\_\_\_

Date 3/25/99

Mark O'Neill, President  
Port Authority Police Sergeants Benevolent Association



AGREEMENT between The Port Authority of New York and New Jersey ("Port Authority") and The Port Authority Police Sergeants Benevolent Association ("SBA")

WHEREAS, pursuant to the Port Authority Labor Relations Instruction ("Instruction"), the SBA is the recognized collective negotiations representative of those individuals employed by the Port Authority as Police Sergeants and Detective Sergeants, described in Port Authority Job Specifications 2605 and 2606, respectively, ("Sergeants"); and

WHEREAS, the Port Authority Employees' Welfare Fund ("Welfare Fund") was established by the Board of Commissioners of the Port Authority to supplement employee benefit programs in place at that time for all employees of the Port Authority; and

WHEREAS, the Port Authority has funded the Welfare Fund by designating that specific Port Authority funds be paid into the Welfare Fund for the benefit of the employees of the Port Authority; and

WHEREAS, the Port Authority Employment Relations Panel ("Panel") issued a Final Decision and Order in Improper Practice Charge No. IP 85-16-19 concerning the Welfare Fund; and

WHEREAS, the Port Authority and the SBA are mutually desirous of settling the SBA's claims with respect to the Welfare Fund;

NOW, THEREFORE, the Port Authority and the SBA agree as follows:

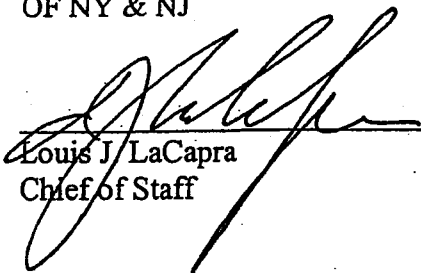
1. Effective on the date of execution of this agreement, Section IX of the July 21, 1991 to January 20, 2003 Memorandum of Agreement between the parties shall be amended to add the following new paragraph 2.a. and amended paragraph 5:
  - 2.a. On October 15, 1999, each active Police Sergeant shall be provided with the Vision Care Plan (National Vision Administrators - Port Authority Sponsor No. 1007) provided by the Port Authority to managerial employees as of that date and such plan shall be the sole and exclusive vision care benefit provided to active Police Sergeants, except for safety eyewear as provided for in Section VII of this Memorandum of Agreement. If the Port Authority in its sole discretion chooses to change the provider of such insurance, the coverage which is to be provided shall be no less than that described above. The Port Authority will pay for each enrolled active member the full premium costs of such plan.



5. During the term of this Memorandum of Agreement, the Port Authority will continue to pay the full cost of providing Port Authority Group Health Insurance for retired Police Sergeants who at the time of their retirement were members of the Port Authority Group Health Insurance Program or any alternate group health plan and, for Police Sergeants who retire on or after the date of execution of this Memorandum of Agreement, the Port Authority will also pay for the full cost of providing the prescription drug plan enumerated in Paragraph 2 of this Section, and, for Police Sergeants who retire on or after October 15, 1999, the Port Authority will also pay for the full cost of providing the Vision Care Plan enumerated in Paragraph 2.a. of this Section. The benefits available to any such retired Police Sergeant shall be those applicable to him at the time of his retirement.
2. In consideration for the matters set forth in Paragraph 1, the SBA waives all claims against the Port Authority related to the Welfare Fund, including but not limited to any claim related to the sources of funding for the Welfare Fund; and agrees that hereafter Sergeants shall not be eligible for any benefits provided by the Welfare Fund to employees of the Port Authority.


AGREED:

FOR THE PORT AUTHORITY  
OF NY & NJ

  
\_\_\_\_\_  
Louis J. LaCapra  
Chief of Staff

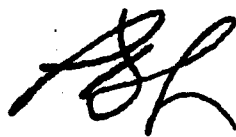
September 17, 1999  
\_\_\_\_\_  
DATE

FOR THE PORT AUTHORITY POLICE  
SERGEANTS BENEVOLENT ASSOCIATION

  
\_\_\_\_\_  
Mark L. O'Neill  
President

September 17, 1999  
\_\_\_\_\_  
DATE

*reth*





November 18, 2004

Sergeant Mark O'Neill, President  
Port Authority Police Sergeants  
Benevolent Association  
220 Bridge Plaza South  
Fort Lee, New Jersey 07024

**RE: SBA IMPROPER PRACTICE CHARGE NO. IP 01-46**

In full and complete settlement of IP 01-46 it is hereby agreed as follows:

If an SBA union official (as described in LDD 3-98) is granted excused time off for union business on a day previously scheduled as vacation he shall be granted the excused time and any unused vacation days resulting therefrom shall be scheduled on dates mutually acceptable to the union official and the Commanding Officer. Any and all vacation days rescheduled as a result must be taken in the same calendar year as originally scheduled.

If you concur please sign below and return one original to this office.

Sincerely,

Kathleen Ward-Cullen  
General Manager  
Police Labor Relations Administration

Concur:

Sergeant Mark O'Neill, President  
Port Authority Police Sergeants  
Benevolent Association

Date: 11/23/04



PAUL D. SEGALINI  
DIRECTOR  
LABOR RELATIONS DEPARTMENT  
3 GATEWAY CENTER, GROUND FLOOR  
NEWARK, NJ 07102  
(973) 792-3580  
(973) 792-3596 FAX

February 17, 2005

Mark O'Neill, President  
Port Authority Police  
Sergeants Benevolent Association  
220 Bruce Reynolds Boulevard  
Fort Lee, New Jersey 07024

Dear Sergeant O'Neill:

This letter responds to your request for assurances with respect to the unit work of Port Authority Police Sergeants in light of the provisions of my letter dated October 20, 2004 to the President of the Port Authority Police Benevolent Association, Inc. relating to "ESU AND TELETYPE SPECIAL DETAILS". That letter is published in the Memorandum of Agreement between the Port Authority and the PBA on pages 406 through 408.

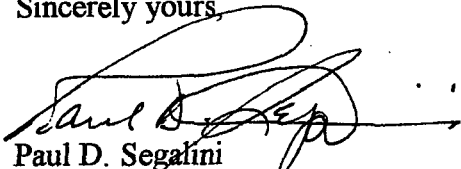
Your specific concern relates to paragraph 7 of the aforementioned letter that states:

"Police Officers who are members of the SOD Teletype special detail when not assigned to work the Teletype Special Detail may be assigned to any of the following functions:

- a. Police Headquarters or the Police Academy to perform administrative and staff functions (excluding maintenance and chauffering of motor vehicles).
- b. Central Police Desk to perform any and all duties associated with the Central Police Desk."

Please be advised that nothing in the foregoing letter is to be construed in any way to effect a transfer of the unit work of any Port Authority Police Sergeant.

Sincerely yours,

  
Paul D. Segalini  
Director  
Labor Relations Department





cc: Patrick Rooney, Esq.  
William Morrison, Esq.  
Gus Danese



PAUL D. SEGALINI  
DIRECTOR  
LABOR RELATIONS DEPARTMENT  
3 GATEWAY CENTER, GROUND FLOOR  
NEWARK, NJ 07102  
(973) 792-3580  
(973) 792-3596 FAX

February 17, 2005

Sergeant Mark O'Neill  
President, Port Authority Sergeant  
Benevolent Association, Inc.  
220 Bruce Reynolds Blvd.  
Fort Lee, NJ 07024

Dear Sergeant O'Neill:

Upon execution, this letter agreement will be part of the Memorandum of Agreement between the Port Authority and the Port Authority Sergeants Benevolent Association.

The parties hereby agree that in the event the Port Authority modifies the terms of AP 20-3.05 (revised January 16, 2001) – concerning Excused Absence – to include as a reason for an excused absence bereavement leave because of a death of a grandparent or domestic partner, then Appendix H of this Memorandum of Agreement shall be appropriately modified to include these aforementioned classes of persons to those groups of persons for whom Excused Absence is authorized under Paragraph III, A3 of Appendix H.

Sincerely,

Paul D. Segalini  
Director  
Labor Relations Department

AGREED TO:

Mark O'Neill, President  
Port Authority Sergeants Benevolent Association



PAUL D. SEGALINI  
DIRECTOR  
LABOR RELATIONS DEPARTMENT  
3 GATEWAY CENTER, GROUND FLOOR  
NEWARK, NJ 07102  
(973) 792-3580  
(973) 792-3596 FAX

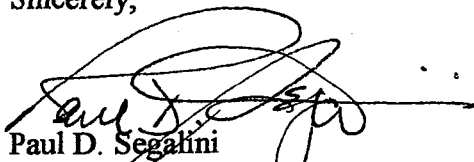
March 3, 2005

Sergeant Mark O'Neill  
President, Port Authority Sergeants  
Benevolent Association, Inc.  
220 Bruce Reynolds Blvd.  
Fort Lee, NJ 07024

Dear Sergeant O'Neill:

Effective immediately, the Port Authority Police Sergeants Benevolent Association is able to elect health coverage for a same-sex domestic partner as an eligible dependent. This coverage will be under the same terms and conditions as management employees. Employees seeking information on how to enroll their same-sex domestic partner under the Port Authority's group health plans should contact Employee Benefits at 212-435-2870.

Sincerely,

  
Paul D. Segalini  
Director  
Labor Relations Department

*mm*

*AR*

MEDICAL HEARING

Effective with the execution of this Memorandum of Agreement, hearings arising under PAI 20-1.09, Removal of an Employee for Mental or Physical Disability, Revised September 30, 1970, will take place pursuant to Step Three of Appendix G of this Memorandum of Agreement, instead of a three-member Board appointed by the Executive Director. The sole issue before the arbitrator shall be "whether the employee is mentally or physically incapable of performing his duties" and no authority is granted herein to consider any other issue arising under this Memorandum of Agreement or otherwise applicable state or federal law. The decision of the arbitrator shall be final and binding upon the Association, the employee and the Port Authority.

*Handwritten initials*

*Handwritten initials*