

TITLE: LATERAL ENTRY / REHIRES

CODIFIED: 13.1
EFFECTIVE: 07/23/04
RESCINDS/AMENDS: A 13
PAGES: 1

PURPOSE

To establish parameters governing the eligibility, selection, and classification requirements for lateral and in-grade hires within the department.

DISCUSSION

The department recognizes the value of prior law enforcement experience and the need to compensate qualified employees in a fair and equitable manner, within the guidelines of applicable policies and regulations.

POLICY AND PROCEDURE

13.1.01 LATERAL ENTRY

A. REFER TO CURRENT UNION CONTRACT MEMORANDUM OF UNDERSTANDING (MOU).

13.1.02 RE-HIRES

- A.** Employees who voluntarily resign from the Santa Fe Police Department under no adverse circumstances, may be rehired to previous rank and pay with all seniority if gone ninety (90) days or less.
- B.** Officers who request employment after a period of ninety one (91) days or more will be required to satisfactorily complete all selection examinations as outlined in the Lateral Hire Program.

- C.** Applicants requesting consideration for re-employment will be required to satisfactorily complete the following examinations:
 - 1. Physical agility;
 - 2. Comprehensive medical exam;
 - 3. Polygraph;
 - 4. Psychological evaluation;
 - 5. Chief's oral exam/interview;
 - 6. Drug screening.
- D.** The written exam and the background portions of the entry requirements may be waived for applicants seeking re-employment.
- E.** Prior employees who allow their New Mexico State Law Enforcement Certification to lapse will also be required to attend the basic certification course at the New Mexico Law Enforcement Academy, and will not be given credit for prior service as outlined in the lateral entry portion of this policy.
- F.** Re-hired employees will be subject to all updated department requirements to include, but not limited to, mandatory physical fitness maintenance levels or other policy requirements which "grandfather" current employees.

Drafted (awm) 02/03

APPROVED: 
BEVERLY K. LENNEN
Chief of Police

DATE: 07-23-04