

TITLE: COLLECTIVE BARGAINING

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PURPOSE

The purpose of this directive is to outline and govern the role and responsibilities of the Santa Fe Police Department within the framework of Ordinance 19-11 SFCC 1987.

DISCUSSION

The Santa Fe Police Department recognizes the employee's right to organize and bargain collectively, under the terms of **Ordinance 19-11, SFCC, 1987**.
In an effort to ensure compliance with the ordinance, protect the rights of all parties involved, and to promote harmonious relationships between the employer and employee this collective bargaining policy has been developed.

POLICY

It shall be the policy of the Santa Fe Police Department to actively participate in the collective bargaining process, in "good faith" and to review and amend administrative directives to ensure the agreement is met in spirit as well as in technical compliance.
It shall further be the policy of the Police Department to familiarize all supervisors and management personnel with the terms of the agreement affecting personnel under their supervision.

PROCEDURE

24.1.01 Department members assigned to the bargaining team shall provide technical assistance to the primary negotiator on subjects directly related to the operation and management of the department.

Members assigned have no authority to negotiate directly, and may not commit the department to any changes or adjustments in policy or operation, without the knowledge and concurrence of the Chief of Police and members of the negotiating committee. Collective bargaining shall be conducted in compliance with City Ordinance and applicable State Law.

24.1.02 Designees assigned by the Chief of Police shall be a command officer having the rank of Captain or above.

CONTRACT MANAGEMENT

24.1.03 A copy of any collective bargaining agreement shall be distributed to any person affected by the agreement within 30 days of its ratification by the City Council. Copies will also be posted in the briefing room.

24.1.04 Upon receipt of the ratified agreement, the staff inspections unit shall review the contract, to ensure department policies and procedures accurately reflect the terms of the contract. In the event discrepancies are identified, the Accreditation Unit is responsible for informing the Office of the Chief of Police of any areas in question. Corrections or adjustments in policy will be made accordingly.

24.1.05 Collective bargaining agreements will be the subject of mandatory training for all supervisory personnel within the department. In addition to the distribution of agreements and training, specific sections of the agreement shall be discussed in weekly staff meetings as the need arises.

24.1.06 All pertinent aspects of the agreement are binding, both in spirit and in terms of compliance, on all department personnel.

DRAFTED(adp)/01-01

APPROVED: 
BEVERLY K. LENNEN
Chief of Police

DATE: 07-23-04