

13.4 INELIGIBILITY FOR EXTRA WORK

Departmental Order #: 59-99 (Previously issued under order #s 56-99, 3-99, 62-97 and 17-96)

A. POLICY

1. Members shall not be qualified to work extra duty when he/she:
 - a. Is designated as on call.
 - b. The length and nature of the assignment inhibits him/her from adequately completing his/her regular duties. For this reason, there must be a minimum of six (6) clear hours between a member's work assignments.
 - c. Is under suspension at the time the order is received.
 - d. Is on injury leave, sick leave or modified duties at the time the order is received.
 - e. Is a probationary constable who has not completed three (3) full months of service, unless specific written recommendation is received from his/her NCO.
 - f. For the duration of injury leave, sick leave or modified duties. The member will remain ineligible for extra duty details until the member has been medically cleared to return to full operational duties. Therefore, where a member has been on such leave prior to scheduled days off, the member shall be deemed ineligible for extra duty details until his/her return to operational duties.

2. Members who:
 - a. consistently refuse or cancel extra duty assignments shall be subject to removal from the extra work list for one (1) year.
 - b. Discredit the HRP or who fail to comply with the requirements set out in this policy while employed on an extra duty assignment may have their names immediately removed from the list for one (1) year and be subject to disciplinary action.
 - c. Have accepted an extra duty assignment but report sick on their last scheduled duty shift prior to the assignment shall be deemed to be ineligible for that assignment and must immediately:
 - i. contact the Extra Duty Clerk or designate; and
 - ii. have themselves removed from the assignment. The extra duty detail will then be re-assigned as per standard policy.