

OUTSIDE & OFF-DUTY EMPLOYMENT

9.1 Outside Employment

Principle: It is vital that the Lakewood Police Department maintain its objectivity, integrity, and the impartial provision of police services. A department member shall not accept employment outside the course of his/her official duties unless authorized in writing by the Chief of Police or designee. Employees shall be authorized to work in additional employment only during their regular or scheduled time off. The Chief reserves the right to refuse any request for outside employment for reasonable cause.

Definition:

Outside Employment: Outside employment is when a department member is employed directly by and paid by an outside employer during his/her off-duty hours and the use of law enforcement powers is not anticipated.

Practice; Outside Employment: To assist in assuring that conflicts of interests do not occur, the Chief of Police shall approve all additional employment opportunities. A written request shall be submitted for approval and forwarded to the Chief of Police through the Chain of Command. The Chief of Police reserves the right of refusal for additional employment. Nonexclusive examples of reasonable cause include:

- A. Interfering with the efficiency of law enforcement and public safety.
- B. Interfering with the employee's performance of regular police duties.
- C. Detracting from the image of the police profession.
- D. Involving work in a law enforcement or security capacity outside the corporate limits of the City of Lakewood unless authorized by both the Police Chief and the chief law enforcement officer (or his/her designee) in the jurisdiction where the employment is located.
- E. Involving work in conjunction with or in any capacity with a tow company, bail bondsman, taxicab or ambulance company.
- F. Involving work in a lounge, tavern, gaming establishment, or nightclub setting where alcoholic beverages are served. Exceptions will be made by the Chief or designee for establishments listed by the Department as high crime bars, but the detail of Officers will be for security in the parking lot of the establishment only. On-duty officers will go into bars only in response to on-going crime or as part of bar checks or sweeps.
- G. Following from or resulting in sick leave abuse or excessive absenteeism in an employee's primary police employment.

Additional Practices; Outside Employment:

- A. The use of department uniforms, vehicles, and/or equipment is prohibited for outside employment.
- B. The City provides no workers' compensation coverage for outside employment.
- C. There shall be no obligation to defend and indemnify an officer for claims or suits arising from an officer's outside employment, unless otherwise required by law.
- D. The employee shall provide the Chief with information about any outside employment, including the name of the employer, a description of the business, the duties of the employee, and the expected hours of employment. The employee shall keep the Department informed of any change in circumstances of employment.
- E. Before each new outside employment, an employee must obtain or have on file written authorization signed by the Chief or designee. Such authorization shall remain in effect unless there is a substantial change in

circumstances.

- F. All scheduling of outside employment is the sole responsibility of the individual employee and shall be conducted so as not to interfere with any employee's on-duty hours of employment.

9.2 Off-Duty/Extra-Duty Employment

Principle: Off-Duty employment is a special detail work available to employees during their off- duty hours when the City contracts with private and public entities to provide police related services or assistance with their business or operations. Any employment that is conditioned on the actual or potential use of law enforcement powers by the police officer employee.

Practices: See Collective Bargaining Agreements