

**OFFICE OF THE CHIEF OF POLICE
EMPLOYEE RELATIONS ADMINISTRATOR**

NOTICE
2.2.3

March 22, 2024

TO: All Commanding Officers

FROM: Employee Relations Administrator

SUBJECT: WHEEL TO TRANSIT SERVICES DIVISION

Effective Deployment Period (DP) No. 4, April 7, 2024, Sergeant I's subject to the wheel may be transferred to Transit Services Division (TSD). A Memorandum No. 4 Waiting List has been established for TSD, and the Department's policies and procedures regarding the "wheel" will be followed. Sergeants wheeled to TSD may submit a *Transfer And/Or Change in Paygrade*, Form 01.40.00, via the Memorandum No. 4 Waiting List upon completion of seven DPs at TSD. The Form 01.40.00 will be retained by Position Control Section, Personnel Division, until the completion of one year at TSD.

Transit Services Division is a specialized division and currently offers a 4/10 work schedule.

Any questions regarding this Notice should be directed to the Employee Relations Administrator at (213) 486-7600.

APPROVED:



JONATHAN S. PINTO, Commander
Employee Relations Administrator



T. SCOTT HARRELSON, Deputy Chief
Chief of Staff
Office of the Chief of Police

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