

EMERGENCY SERVICES DIVISION

DIVISIONAL ORDER NO. 01-16

September 7, 2016

SUBJECT: HOME GARAGED VEHICLES ASSIGNED TO OFFICERS ON INJURED ON DUTY STATUS

PURPOSE: This Order establishes a policy addressing officers who are assigned a home-garaged vehicle, that are on long-term Injured on Duty (IOD) status.

If an officer is not able to report to work due to occupational injury, then that officer is not able to perform his/her official duties.

PROCEDURE: Consistent with Department policy, any Emergency Services Division employees who is on long-term, IOD status (four weeks or longer), shall have their Home Garaging Vehicle Authority temporarily revoked. Department Manual Section 3/260 states:

1. "Employees whose duties regularly subject them to emergency call-outs and/or are on stand-by status where time is a critical factor and direct response serves the public interest and/or employees who, because of their individual expertise, use of specialized equipment or assignment of a specially equipped vehicle, are regularly required to respond, without prior notice, directly to a crime scene".
2. "The use of all home-garaged vehicles, excluding transportation to and from work, will be restricted to the performance of official duties. Personal use of home-garaged vehicles is prohibited".

An officer on IOD status, who must travel to get treatment for his/her injury, is entitled to re-payment of travel costs when using their personal vehicle. Mileage for reasonable travel to the pharmacy, parking, public transportation and other travel-related costs are also included. An employee on IOD status should contact his or her Tristar representative for mileage reimbursement information and forms.



KATHRYN MEEK, Captain
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9/18 emailed to all