

HUMAN RESOURCES BUREAU  
EMPLOYEE RELATIONS ADMINISTRATOR

NOTICE  
2.1

March 28, 2001

**TO:** All Concerned Commanding Officers

**FROM:** Employee Relations Administrator

**SUBJECT:** PREMIUM PAY FOR BILINGUAL SKILLS

Memorandum of Understanding (MOU) No. 24, Police Officers, Lieutenant and Below Representation Unit, 2000-2003, contains provisions for salary administration, longevity, assignment, special and hazard pay, and bilingual premium pay. These provisions were previously documented in the Administrative Code of the City of Los Angeles. The new Charter which became effective July 1, 2000, provides for different approval procedures for memoranda of understanding and salary and pay provisions. As a result, numerous provisions previously in the Administrative Code were incorporated in MOU No. 24.

Article 5.7 provides premium pay for bilingual skills and some have interpreted this to apply to all members of this unit. It does not. Based on the long-standing Council policy as to the criteria for bilingual premium pay, this was not even a topic of discussion during negotiations for MOU No. 24. On October 14, 1980, the Council adopted a report from the Personnel and Labor Relations Committee (File Nos. 79-3588 and 80-3889) to retain those criteria which were established in 1975.

When the language for bilingual premium pay was moved from the Administrative Code to MOU No. 24, the legislative history cited in the Administrative Code was not incorporated in Article 5.7; however, that did not change or nullify the criteria imposed many years ago by the City Council as to positions authorized to receive bilingual premium pay. One of the criteria is that bilingual premium pay will not be authorized for positions above the level of Civil Engineer. Based on current salary levels, Detectives III are above Civil Engineer. Therefore, in compliance with Council policy, bilingual premium pay is *not* authorized for positions of Detective III or above.

**Exception:** A grandfather clause permitted Detectives III who were receiving bilingual premium pay *prior to* November 21, 1980 to continue to be compensated for the use of that skill and he or she could continue to receive the bilingual premium pay if he or she transferred to another bilingual position.

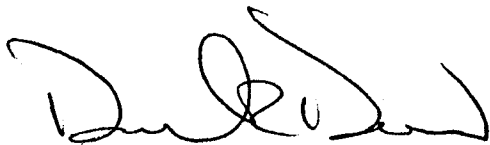
All Concerned Commanding Officers

2.1

Page 2

A number of requests for bilingual premium pay for Detectives III and Lieutenants have recently been submitted based on the belief that the criteria had changed. Any bilingual premium pay previously granted to Detectives III and Lieutenants will be stopped by Personnel Division, unless it is a Detective III who qualifies under the above exception. Commanding officers should make every effort to notify affected employees that this will occur and should not submit requests for Detectives III or above in the future.

Questions on this matter should be directed to staff of Employee Relations Section at 213.485.6552.



DAVID R. DOAN, Commander  
Employee Relations Administrator

APPROVED:



MICHAEL J. BOSTIC, Deputy Chief  
Commanding Officer  
Human Resources Bureau

Distribution "B"