

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

NOTICE
2.2.3

May 20, 2021

TO: All Commanding Officers

FROM: Employee Relations Administrator

SUBJECT: SPECIAL EVENT SCHEDULING FOR MAY 25, 2021

This Notice serves to clarify the scheduling for sworn personnel in preparation for the anniversary of George Floyd's death. The Department is designating May 25, 2021, as a Special Event. Memorandum of Understanding 24-Lieutenants and Below (MOU 24), Article 4.3- Special Events describes these procedures. During this period an Unusual Occurrence will be declared and some employees' start of watch (SOW) will be adjusted.

Employees whose SOW are affected will be notified by their command. Because days off have already been posted, MOU 24, Article 4.1 (C)- Modification of Watch Hours describes how compensation is provided. Additionally, employees will retain their scheduled days off and pre-approved vacations.

In the event the Department is mobilized, there will be three watches, A, B, and C. Watch A will cover 0600-1800 hours, Watch B will cover 1800-0600 hours, and Watch C will cover 1200-0000 hours. Should a Department-wide mobilization be declared, MOU 24, Article 4.1 (C) will no longer be effective and employees can be recalled from days off and vacations.

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



MICHAEL A. OREB, Commander
Employee Relations Administrator