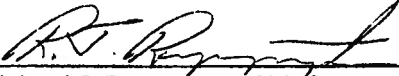


MEMORANDUM OF UNDERSTANDING BETWEEN  
THE CITY OF FAIRFAX POLICE DEPARTMENT  
AND  
THE ARLINGTON COUNTY POLICE DEPARTMENT

1. This Memorandum of Understanding (MOU) will establish an agreement for Pre-Employment Polygraph examination services provided by the Arlington County Police Department (ACPD) for the Fairfax City Police Department (CFPD).
2. All pre-employment examinations conducted by ACPD for CFPD will be conducted at the ACPD polygraph section located at 1425 N. Courthouse Rd., Arlington, Virginia. These examinations will be conducted at the end of the normal business day or weekend days in order to not conflict with the normal business operations of ACPD. Pre-employment examinations may be conducted at other times and/or locations by mutual agreement of ACPD and CFPD.
3. Each examination will be conducted by ACPD examiners who are all licensed polygraph examiners with the Commonwealth of Virginia Department of Professional and Occupational Regulation. The ACPD shall make determination as to the availability and selection of the examiner assigned each examination pursuant to this agreement. Examiners participating in the MOU will perform only pre-employment polygraph examinations authorized under law and Departmental orders, and remain under the administrative supervision of the ACPD. Each examination will include a thorough review of all documentation provided on each examinee by the examiner administering the examination. All examinations will be audio and video recorded and available upon request to CFPD. An in-depth pre-employment pretest interview will be conducted with a minimum of two polygraph charts collected. All charts collected will be quality reviewed by a second ACPD licensed examiner. A detailed report with all information collected during the polygraph examination will be generated for each examination by each examiner. The report will be thoroughly reviewed by the ACPD polygraph supervisor for approval and forwarded to CFPD.
4. In consideration for the polygraph examiner assignments in an overtime capacity, CFPD agrees to pay ACPD the overtime rate, plus FICA, per examination for each examiner assigned a polygraph examination. A \$50.00 charge will be made for each examination scheduled where the person to be examined fails to show for his or her examination on the days ACPD Polygraph is scheduled to work. CFPD agrees to pay three (3) hours of overtime, plus FICA, if the no-show occurs on the ACPD Polygraph examiner's day off. ACPD shall bill CFPD for services provided on a monthly basis or quarterly basis, as mutually agreed by the parties. It is agreed that the above-listed fees will be revised on every July 1 based on ACPD salary compensation changes. The first revision will be July 1, 2014. The ACPD will notify CFPD in writing 30 days prior to any change in the fees identified in this agreement.
5. It is mutually agreed that this MOU shall be in effect until one or both parties formally request that this agreement be terminated. The term of this agreement shall begin on April 7, 2014.

6. This agreement shall remain in effect notwithstanding the continued tenure of the representatives whose signatures appear hereon. This agreement may be terminated at any time by either party upon written notice to the other party.



Richard J. Rappoport, Chief  
Fairfax City Police Department



M. Douglas Scott, Chief  
Arlington County Police Department

4/3/2014

Date

3-25-14

Date