



DIRECTIVE 22  
COMPENSATION, BENEFITS, AND CONDITIONS OF  
WORK  
REVISED 05/23/2024

I. COMPENSATION

- A. New Castle County Government Office of Human Resources has established the entry level salary for Division personnel. **(22.1.1.a)**
1. This salary level enables the Division to compete with other employers and is at least comparable to minimum entry-level salaries of other police agencies of comparable size and character.
  2. At the direction of the Chief of Police, the New Castle County Government Human Resources Unit (HRU) will conduct an analysis of the police salary program. The analysis will include a comparison of entry level salaries between the Division and local like sized agencies, salary differential between ranks, shift premium and other factors designated by the Chief of Police.
- B. Salary differential within and between ranks, for positions below the rank of Colonel, is established by the collective bargaining agreements between the Fraternal Order of Police Lodge #5 and New Castle County, in order to provide promotional incentives and to retain competent supervisors and managers.
- Salary differential for the rank of Colonel is established by the New Castle County Merit System. **(22.1.1.b.c)**
- C. The current work agreement between the Fraternal Order of Police Lodge #5 and the New Castle County Government binds the Division regarding salary augmentation, including wages, shift, special skills, differential, overtime pay, and academic incentives. **(22.1.1.d)**
- D. Refer to the current work agreement between the Fraternal Order of Police Lodge #5 and the New Castle County Government to address compensatory time for field training officer assignments. **(22.1.1.e)**
- E. Division overtime policy dictates that each employee receives a rate no less than one and one half-hours pay for each hour worked when overtime compensation is required. **(22.1.1.f)**
- F. Personnel salaries are considered on a yearly basis unless otherwise mandated by the current work agreement between the Fraternal Order of Police and the New Castle County Government **(22.1.1.g)**

## II. BENEFITS

### A. Division benefits include, but are not limited to:

1. Health insurance program.
2. Dental insurance program (optional).
3. Prescription drug plan.
4. Clothing allowance for plain clothes sworn officers as dictated by the Fraternal Order of Police contract.
5. Paid holidays.
6. Pension.
  - a. Mandatory retirement at age 55 for all sworn members.
7. Vacation.
8. Partial college tuition reimbursement.
9. Insurance policy that covers errors and/or omissions which may lead to personal injury, death, and/or property destruction.
10. Annual Medical Examination.

### B. Leave Policy-Factors to consider:

1. Officer safety/staffing availability.
2. Demand for service.
3. Unit efficiency.
4. Seniority.
5. Non-scheduled leave (sick, education).
6. Emergency Leave.

- a. Commanders should refer to the appropriate section of the FOP Contract to address scheduling conflicts regarding seniority.

### C. Administrative leave may cover matters including civil leave for jury duty, educational opportunities, leave without pay, and leave with pay during an internal investigation. **(22.2.1.a)**

D. Holiday leave

1. Each year, New Castle County releases a vacation calendar that includes the specific dates to be recognized for the County holidays with pay:

- a. New Year's Day.
- b. Martin Luther King's Birthday.
- c. Lincoln's Birthday.
- d. Washington's Birthday.
- e. Good Friday.
- f. Memorial Day.
- g. Juneteenth.
- h. Independence Day.
- i. Labor Day.
- j. Columbus Day.
- k. Veteran's Day.
- l. Thanksgiving Day.
- m. Day after Thanksgiving Day.
- n. Christmas Eve Day (normal workday to be four hours).
- o. Christmas Day.
- p. Election Day (every other year).

2. Special Holidays:

- a. Such other days as the Governor and/or the County Executive may designate as holidays with pay shall be known as special holidays.

3. Work on Holidays:

a. Employees may choose to add a day of vacation at base rate or be compensated at a rate of time and one-half pay in addition to holiday pay, for the hours scheduled depending upon assignment and shift.

1. An employee must have worked the last scheduled workday prior to and the next scheduled workday following the holiday if work is available (except for sick leave or vacation leave), in order to qualify for the holiday option.

b. When a holiday falls on a regularly scheduled day off, an employee may elect to receive eight hours straight time pay or eight hours added to vacation. **(22.2.1.b)**

E. Sick Leave

1. Call-off requests are made through the Public Information Center. The employee must advise their location of confinement and a phone number where they can be reached.

2. Copies of sick slip call-offs will be distributed to:

a. Unit Commander (white) (will be submitted into the employee's personnel file, which will be forwarded to the new supervisor in case of a transfer).

b. Section Commander (yellow) (to be forwarded to the Branch Commander).

c. Employee (pink).

3. Sick leave used for medical appointments, dental appointments, or sickness during duty hours will be computed on actual time used.

4. An absent employee off sick during duty hours is expected to remain at home or at the place of confinement. The employee shall notify the Public Information Center (PIC) when it is necessary to leave home or place of confinement.

5. Employees on sick leave will be subject to visits by supervisory personnel. Visits will be recorded on the call-off record by the Supervisor.

6. Absence from duty that is not authorized under the provisions of a union contract, or a specific grant of leave shall be considered "absent without leave".

## 7. Accrual, Sick Leave:

- a. Police Officers hired on or after July 1, 1977, shall be credited with sick leave on the basis of one day for each completed month of service. Upon retirement or involuntary separation (for reasons other than for cause) from the service, employees shall be paid for sick leave accumulated not to exceed one hundred **(100)** workdays. Payment shall be paid based on one day paid for each two days accrued. Employees in good standing, who resign after giving adequate notice to the Chief of Police (which in no case shall be less than two weeks), shall be paid accumulated sick leave not to exceed twenty **(20)** workdays on one day paid for each day accrued.
- b. Sick leave can be used for the following reasons:
  1. Personal illness or injury, when not covered by workman's compensation.
  2. Medical, dental, or optical appointments. Up to four **(4)** hours of sick time shall be granted for such appointments, unless factors such as unusual travel or recuperative problems occur.
  3. Quarantine in home.
  4. An illness requiring the personal attention of an employee due to the illness or injury of an individual with whom the employee resides or the confinement of a member of the immediate family to an Intensive Care Unit of a hospital.
- c. The usage of sick leave is subject to the restrictions listed in the work agreements between New Castle County, the Fraternal Order of Police, and Local 3109 and 1607. **(22.2.1.c)**

## F. Vacation Leave

1. Leave requests and withdrawals will be submitted on the Leave Request Form or departmentally utilized web-based system.
2. The vacation year shall begin March 1 and end on the last day of February. Vacation must be applied for and taken during this period. A maximum of five hundred and sixty **(560)** hours of vacation may be accumulated and carried over, subject to the following provisions:
  - a. An employee carrying over up to 240 vacation hours must take at least 40 hours of vacation in each vacation year.
  - b. An employee carrying over 240 to 560 vacation hours must take at least 80 hours of vacation in each vacation year.

- c. An employee carrying over more than 560 hours shall require the approval of the Chief of Police and the Chief Human Resources Officer or their designees.
3. Conflicts in scheduling may occur. Creation of yearly leave schedules may be encouraged by Commanders in order to resolve conflicts.

4. Vacation Accrual

- a. Eligibility for vacations: Permanent, full-time employees of the County shall be eligible for vacations with pay, or a vacation allowance in accordance with the restrictions provided for in the work agreements between New Castle County and the Fraternal Order of Police.
- b. Years of service and days of vacation: Permanent, full-time employees of the County shall be eligible for vacation according to the following schedule:

<u>YEARS OF SERVICE</u>	<u>VACATION DAYS</u>
1 through 4	10
5 through 9	15
10 through 14	20
15 or more	*25+

\*An additional day of vacation for each successive year of accumulated service is awarded in the following year to employees who have completed more than fifteen (**15**) years of accumulated service with the County.

- 1. Employees on the payroll with the County as of December 31 of a given year, who shall not have completed twelve (**12**) months of accumulated service with New Castle County on December 31 shall be eligible in the following year for one (**1**) day of vacation for each complete month of accumulated service, to a maximum of ten (**10**) days.
- 2. Any employee on the payroll of the County on or before the first working day of any month shall be considered to have a full month's service in that month. (**22.2.1.d**)

G. Family Medical Leave

- 1. Refer to New Castle County Government's Personnel Policy, #3.15-titled Family and Medical Leave. This document is contained in Appendix 22-D. (**22.2.1.e**)

## H. Retirement Programs

1. All eligible police officers become members of a retirement program as a condition of employment.
2. Members contribute a percentage of their base wage, according to the plan provisions, excluding overtime or premium pay.
3. Eligibility: (Service-Related retirement)
  - a. Pension benefits under both plans are based on a formula that uses final average compensation and credited service to determine monthly entitlement.
4. Benefits for County Pensioners:
  - a. The pension will equal final average compensation (FAC) times the years of credited service.
    1. FAC is the highest average monthly salary or wage during any period of twelve months, excluding overtime and premium pay.
    2. Service credit is calculated by the years of service multiplied by 2.5%, plus service credits accrued as a non-police member of the system. Maximum service credit is 80%. **(22.2.2.a)**

## I. Health Insurance

1. Members of the Division are eligible to join the health plans offered by the County each year during open enrollment.
  - a. Restrictions on costs are detailed in the contract between New Castle County and contracted health insurance providers. The plans provide hospital, surgical medical benefits, therapeutic and diagnostic benefits, and catastrophic benefits.

## J. Disability

1. Disability benefits through pension programs or workman's compensation may be awarded if the member becomes partially or totally permanently disabled as outlined in the respective pension plans.

## K. Death Benefits

1. Survivors may receive pension benefits as outlined in the respective pension plans.
2. Survivors may also be eligible for additional federal benefits dependent upon the circumstances surrounding the death.

3. Term life insurance members contribute one dollar per month. The amount of coverage is one and one-half the employee's salary with a minimum death benefit of \$50,000 and a maximum death benefit of \$200,000 for death by any cause, paid to any beneficiary named.
4. Accidental death and dismemberment insurance is provided to all County employees under the group insurance plan.
5. Any member whose employment is terminated or retires may convert to an individual insurance policy, subject to restrictions in the contract between the County and the insurance carrier.
6. A \$150,000 insurance benefit (effective 07.01.97) is payable by the State of Delaware if a police officer is killed in the line of duty. **(22.2.2.c)**

#### L. Liability Protection

1. Legal defense counsel is provided by the County for officers subjected to or threatened with prosecution as a result of the lawful performance of duty, subject to restrictions in the contract between the County and Fraternal Order of Police Lodge #5.
2. The County provides police professional liability insurance equaling one million dollars for protection against false arrest and civil suit damages. **(22.2.2.d)**

#### M. Educational Leave:

1. Full-time permanent employees may be given educational leave with full or partial pay for the purpose of taking courses directly related to work as determined by the Chief of Police and New Castle County Office of Human Resources.
  - a. Members of the Division may participate in the New Castle County Tuition Reimbursement Plan as stated in New Castle County Personnel Policy 5.5. **(22.2.2.e)**

#### N. Provision of Clothing and Equipment

1. A clothing allowance of \$1,000.00 per year is provided to non-uniformed personnel based on their function and in accordance with the Fraternal order of Police contract.
2. The County shall provide uniforms and equipment, furnish tailoring, dry cleaning, and laundering.
3. When a police officer is on call, the County shall provide a car and any other necessary equipment. (See also items (71)(c) of the Fraternal Order of Police contract). **(22.2.5)**



## O. Support Services

1. New Castle County Office of Human Resources offers support services through the Employee Assistance Program (EAP).
2. Some officers within the Division of Police have been specially trained to offer Critical Incident Stress Debriefing to officers who have been involved in critical incidents. **(22.2.3)**

## P. Employee Assistance Program (EAP)

1. The Division provides confidential, short-term counseling to personnel who may need assistance. The program will be known as the Employee Assistance Program (EAP).
2. The EAP provides comprehensive counseling and referral services to help employees achieve a balance between work, family, and other personal responsibilities. The service is available to employees seeking help with substance abuse, mental or emotional problems, family responsibilities, marital issues, stress management, job concerns, life adjustments, financial or legal difficulties, or dependent care needs. **(22.2.6.a)**
  - a. Employees are to call 1-877-240-6863 to initiate the service. This is a private secure phone line that is maintained by Health Advocate. The line is staffed 24 hours a day by licensed social workers. A licensed social worker will complete an intake with the employee and can refer the employee to affiliate providers of the needed service(s).
    1. Health Advocate publishes a monthly newsletter which can be accessed on the New Castle County Government Portal. **(22.2.6.b) (22.3.3.a)**
  - b. Information provided by the employee using EAP is strictly confidential. Health Advocate may not release any information without the signed consent of the employee, regardless of the nature of the treatment. **(22.2.6.c)**
  - c. Health Advocate provides free confidential short-term counseling to identify the employee's problem. A referral may be made to an outside organization, facility, or program that can assist in resolving the problem. It is the employee's responsibility to follow through with this referral. The employee is also financially responsible for the cost of the treatment to the extent it is not covered by the employee's health insurance program. **(22.2.6.d)**

- d. Managers and supervisors may recommend the EAP to their respective employees.
  - 1. Participation is voluntary and the decision to participate remains with the employee. Any mandatory participation will be the result of progressive discipline as defined in Directive 26.
  - 2. The contact between the Health Advocate and the Division will be the Administrative Services Commander. Supervisors will use the Administrative Services Commander to obtain any additional information about the program.
  - 3. Personnel assigned to the Professional Standards Unit may utilize the EAP for any employees identified through the Early Warning System. **(22.2.6.e) (22.3.3.a)**
- e. Supervisors will be trained in the EAP to understand their role and responsibility in the system. Training will also include identifying employee behavior that indicates the existence of problems and/or issues that could impact the employee's job performance. **(22.2.6.f)**

Q. Line of Duty Deaths and Serious Injury:

- 1. If a Division of Police employee is killed in the line of duty, or seriously injured:
  - a. A delegation team should be assembled quickly and dispatched to make the notification-time is critical, however, do not keep a delegation team waiting for one specific person. It may seem appropriate for the Chief of Police to be there, but not if it causes any undue delay. The Chief of Police should see the family as soon as possible after the notification.
  - b. In the event of a line of duty death or serious injury, the Division will provide assistance to the family, both short and long term in nature.
    - 1. Assistance may include, but is not limited to:
      - a. Counseling on legal matters.
      - b. Counseling on benefits.
      - c. Counseling on finances.
      - d. Support during legal proceedings (if any).

e. Funeral and burial arrangements.

f. Long-term contact providing reinforced ties to the Division.

2. Victim's Assistance Officers will contact the family of the deceased or seriously injured employee to ascertain if they or any other service agency can provide assistance to them or other survivors.

c. Refer to Appendix 55-A (Death of a Police Officer Killed in the Line of Duty) for further guidance concerning line of duty death procedures for sworn officers. **(22.2.4)**

#### R. Personnel Identification

1. As a way of verifying the officer's identity to the public while on duty, regardless of whether the officer is in uniform, the officer's Division issued photo I.D. should be in the officer's possession. In addition to the Division issued photo I.D., each officer is required to have his/her driver's license with them while operating a division vehicle on public roadways.

2. Officers shall display his/her Division issued photo I.D. when such request is made of the officer. This display shall be completed in a timely manner with the safety of the officer being the number one priority.

3. At times it may not be conducive for an on-duty officer to be in possession of his/her division issued photo I.D. An example of such an instance may include when an officer is operating in such an assignment, e.g. undercover, where being in possession of any material that identifies the officer as a member of this Division places undue risk upon the officer.

a. This exemption may also apply toward the possession of a driver's license while operating a division vehicle.

b. The officer's supervisor shall first review the assignment in question to determine if the officer shall be exempt from either requirement of this policy. **(22.2.7.a)**

4. In conjunction with the above section, each member will be issued a photo I.D. that clearly identifies the member by name and title. **(22.2.7.b)**

### III. CONDITIONS AT WORK

#### A. Physical Examinations for Employees:

1. The Division has arranged physical examinations for all sworn employees, which will be conducted in conjunction with physical fitness and drug testing.
  - a. Physicians authorized by the New Castle County Office of Human Resources will conduct these examinations.
  - b. The physical fitness testing and medical examinations, which are administered by the approved contracted vendor will be conducted on an annual basis. **(22.3.3)**
    1. Physical testing and medical examinations are completed during the same visit. Division members are requested to follow the below listed directions in preparation for their visit to the contracted vendor:
      - a. Weapons can be stored in the trunk of the Division vehicle for officers who are not in uniform. A Division issued cable lock must be utilized. Locked cabinets are available within the facility for secure storage of weapons. Officers will retain the key to the locked cabinet while being tested.
      - b. Check in with the receptionist at least 15 minutes prior to the appointment time.
      - c. Refrain from smoking for 3 hours prior to testing.
      - d. Blood work may be drawn up to two weeks prior to the annual physical appointment during the vendor's normal business hours.
      - e. Division members being tested should take their prescribed medications. A snack is offered following the medical examination, thus providing an opportunity to take any medications that need to be taken "with food".
      - f. Physical testing and medical examinations will be provided at no cost to the employee. **(22.3.1)**  
**(22.3.2)**

2. In addition to drug testing of employees due to incident or due to reasonable suspicion, the parties recognize that the County may engage in random drug testing of employees. Employees shall be selected by an objective, random method.
  - a. The police officer designated to give a sample must be positively identified, in the form of a photo identification card (e.g., work ID, driver's license) prior to any sample being obtained.
  - b. Employees assigned to the Mobile Enforcement Team, Safe Streets Unit, Inventory Control Unit, or other similar unit, may be tested prior to and while in such assignments due to the nature of the assignment. Such employees may be tested as frequently as deemed necessary by the Division.

#### B. General Health and Fitness

1. Officers are evaluated against a predetermined set of standards programmed into the cardio-stress test, adjusted by age, sex, height, and weight.
2. Frame size and body fat percentage will be measured and evaluated during the examination. **(22.3.2)**

#### C. Fitness and Wellness Program

1. The Division addressed both mandatory and voluntary fitness and wellness programs for the health of employees.
  - a. The Division schedules annual physical examinations for all sworn personnel, which will be conducted in conjunction with physical fitness testing as well as drug testing. **(22.3.3.a)**
  - b. Every sworn employee receives an evaluation, to include a general health screening and fitness assessment by a doctor or health coordinator during their annual physical. **(22.3.3.b)**  
**(22.3.3.c)**
  - c. After the assessment, the employee receives a written evaluation based upon their performance and health history. Written recommendations or goals are provided to the employee by the doctor or health coordinator.
  - d. The Division provides ongoing support and evaluation for employees on an annual basis. **(22.3.3.e)**
  - e. The Division maintains a Public Safety fitness center which is for the exclusive use of all full-time and permanent part-time Public Safety employees. The facility is available for use 24 hours and all employees are encouraged to utilize the facility on a regular basis. **(22.3.3.a)**

f. To gain access to the facility, all public safety employees are required to complete, sign, and submit the following forms and documentation, which are available on the web-based pass-on system.

1. Fitness Center Agreement.
2. Informed Consent and Release of Liability Form.
3. Medical Clearance Form (requires your PCP's signature).

g. All New Castle County employees are encouraged to utilize the New Castle County Fitness Center located in the Gilliam Building.

1. The New Castle County Fitness Center provides continuous fitness and wellness programs. **(22.3.3.a)**  
**(22.3.3.b) (22.3.3.d)**

h. A calendar of wellness programs and events is published on a continual basis and can be viewed on the New Castle County Governmental Portal. **(22.3.3.a)**

i. The New Castle County Wellness Committee lists numerous classes and programs for on-going support and constant evaluations in assisting all employees in maintaining a healthy lifestyle. **(22.3.3.e)**

#### D. Pregnancy Policy

##### A. During Pregnancy:

1. The goal of this policy is to establish procedures to provide modified duty assignments to eligible officers upon request.
2. Officers are encouraged to notify the Division of their pregnancy however, no officer shall be required to disclose their condition or forced to work modified duty, unless the officer's medical provider has informed the officer that she cannot continue to safely perform in their current assignment. If this occurs, the officer shall submit a memo to the Chief of Police through the Staff Medical Liaison and provide Risk Management with a note from her provider in compliance with County Personnel Policy 3.23.
3. The Division will make every effort to promptly accommodate the equipment needs of pregnant officers although immediate availability of some equipment may hinder these efforts.

4. If the officer elects to notify the Division of the pregnancy and wishes to request a modified duty assignment, the officer shall submit a memo to the Chief of Police through the Staff Medical Liaison and provide Risk Management with a note from her provider in compliance with County Personnel Policy 3.23.
5. Upon approval of the request for modified duty, the officer may choose to continue to work their current shift or may request to be reassigned to a Monday through Friday daywork schedule, which is not a guarantee but determined based on need and availability.
6. Unlike the protocol outline in appendix 22-C, officers approved for modified duty due to pregnancy do not have to be reviewed by the Chief of Police or his/her designee every 90 days.

#### E. Post-Pregnancy

1. Officers who are returned to full duty after an absence due to pregnancy and maternity leave may request (via memo to the Chief), to be assigned to a non-uniformed position with a flexible shift for a period not to exceed six weeks.
2. Nursing mothers may utilize the Family Room located on the second floor of headquarters, which provides a clean, private, and secure environment. Officers shall be permitted to utilize the room as needed but a supervisor shall be notified.

#### F. Off-Duty Employment

1. An officer must request and receive written authorization from the Chief of Police prior to undertaking non-police employment.
2. Requests for authorization must be submitted through the chain of command to the Chief of Police.
3. The immediate supervisors of the requesting officer are to make recommendations concerning the request.
4. All requests must include:
  - a. Prospective employers' name and address.
  - b. Nature of the work to be performed.
  - c. Number of hours expected to be worked per week.
5. Off-duty employment shall not exceed twenty-four (**24**) hours per week, during any regularly scheduled forty (**40**) hour work week. Definition of week being, the 7-day period encompassed between Monday, 0001 hours through Sunday, 2400 hours.

6. The following areas of off-duty employment will not be authorized:
  - a. Work involving the sale or distribution of alcoholic beverages.
  - b. Work with bail bond agencies.
  - c. Investigative work for insurance agencies.
  - d. Private investigators.
  - e. Private guard services.
  - f. Collection agencies.
  - g. Attorneys-conducting any type of investigative services.
  - h. Sale of weapons.
7. The office of the Chief of Police is the point of administration within the Division to oversee adherence to the policies, processes, and other matters deemed appropriate.
8. All officers engaged in off-duty employment must understand that they are still representatives of the New Castle County Division of Police, and their conduct will be governed by the Code of Conduct found in Directive 26, Appendix 26-B.
9. The off-duty employment shall not interfere with the member's employment within the Division and:
  - a. Shall not render the member unavailable during an emergency.
  - b. Shall not physically or mentally exhaust the member to the point that performance is affected.
  - c. Shall not require special scheduling of duty hours.
  - d. Shall not bring the member or the Division into disrepute.
  - e. Shall not impair the operation or efficiency of the member of the Division.
  - f. Officers involved in significant incidents during off-duty employment shall document the following in the form of incident reports or memoranda to the Chief of Police:
    1. The date, time, and place of employment.
    2. Incidents involving use of law enforcement powers, injury to the officer or others, complaints received, and court appearances resulting from said employment, and:
    3. Any possible liability and indemnification concerns stemming from actions taken during said employment.

**(22.3.4)**



10. For further details concerning the rules and procedures governing outside employment, refer to Directive 3/Contractual Agreements for Law Enforcement Services and Appendix 3-A/Outside Employment and Extra-Duty Assignment).

#### G. Extra-Duty Employment

1. Extra-duty employment is defined as employment wherein the use of law enforcement powers is anticipated.
2. The Chief of Police must authorize, in advance, all extra-duty employment. **(22.3.5.a)**
3. The responsibility of scheduling and coordinating extra-duty employment will be delegated to the Extra-Duty Administrator. The Extra-Duty Administrator will be responsible for ensuring compliance with all policies, processes, and other matters relating to extra-duty employment. **(22.3.5.d)**
4. All officers engaging in extra-duty employment must adhere to all directives, policies, and procedures of the New Castle County Division of Police and are subject to discipline for their failure to do so. **(22.3.5.b)**
5. All officers engaging in extra-duty employment are responsible for completing any reports required by their law enforcement activities, including a log of their activities. Officers should notify an on-duty supervisor of any significant events that occurred during the assignment. **(22.3.5.e)**
6. The Extra-Duty Administrator will monitor all extra-duty employment and any employment of this nature is subject to review and revocation if problems arise. **(22.3.5.c)**
7. For further details concerning the rules and procedures governing extra-duty employment, refer to the Directive 3, Appendix 3-A (Outside Employment and Extra-Duty Assignment).

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OTHER REFERENCES:

Appendix 22-A Urinalysis  
Procedures

Appendix 22-C Modified  
Duty Policy

Appendix 22-D Family and  
Medical Leave

Appendix 22-E  
Short Term Disability Related to Pregnancy and Childbirth

Inventory and Control Unit  
Internal Operating Procedure

Professional Development Unit  
Internal Operating Procedure

Fraternal Order of Police Lodge #5 Contract

New Castle County Code  
Chapter 26 (Pensions)