



Newport News Police Department - Administrative Manual

ADM-225 - GRIEVANCE PROCEDURES

Amends/Supersedes: ADM-225 (08/09/2017)

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I. GENERAL

Employees with a complaint or dispute related to their employment with the Newport News Police Department may seek resolution through the grievance procedures established by City Ordinance or State Code. [22.4.1]

II. PROCEDURE

A. Newport News Police Department employees are eligible to initiate a grievance through the City of Newport News Grievance Procedures (City code [Chapter 2, Article V](#)).

B. Sworn officers of the Police Department are entitled to procedure guarantees as outlined in [Chapter 5 of Title 9.1](#) of the Code of Virginia (i.e., Law Enforcement Officers Procedural Guarantee Act).

NOTE: Sworn officers must elect one of the procedures to address their grievance. They cannot initiate both procedures for the same grievance.

C. For this policy, the Assistant Chief of Police in the employee's chain of command serves as the immediate supervisor in steps I and II of the grievance procedure. [22.4.2]

D. An annual analysis of grievances lodged against the agency will be compiled and submitted to the Chief of Police by the Internal Affairs Division. [22.4.3]



Steven R. Drew
Chief of Police