



Novi Police Department

Director of Public Safety
Chief of Police

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Subject		Directive	Number of Pages
Contractual Agreements for Law Enforcement Services		211	2
<i>*This Directive Supersedes All Previously Issued Correspondence Relative To This Topic*</i>			
Accreditation Standards:	C 3.1.1, 3.1.2	Effective Date	Revised Date
		02/09/2016	02/22/2023

I. Purpose

The purpose of this directive is to set forth the policy of the Novi Police Department regarding contractual agreements entered into by the agency for providing law enforcement services.

II. Policy

The Novi Police Department will coordinate law enforcement services with outside agencies and other entities when the delivery of such services is in the best interest of the citizens of the City of Novi.

III. Procedure

- A. All contractual agreements for law enforcement services will contain the following: [C 3.1.1 a-h]
 - 1. A statement of the specific services to be provided.
 - 2. Specific language dealing with financial agreements between the parties, including the cost and method of payment.
 - 3. Specification of the records to be maintained concerning the performance of services by the Novi Police Department.
 - 4. Language dealing with the duration, modification, renewal, and termination of the contract.
 - 5. Specific language dealing with legal contingencies, including provisions for possible litigation that may arise.
 - 6. Stipulation that the Novi Police Department maintains complete managerial control over its agency personnel.
 - 7. Specific arrangements for the use of equipment and facilities.
 - 8. A procedure for review and revision of the agreement, if needed.
- B. All contracts for law enforcement services will assure that employment rights of personnel assigned, as enumerated in that employees collective bargaining agreement, are not abridged by the provider agency. [C 3.1.2]
- C. All interagency contracts, interagency agreements, and law enforcement services contracts in effect prior to the issuance of this directive will be reviewed upon renewal by the Novi Police

Department Administration and City of Novi legal counsel and may be reviewed at any time upon request to ensure compliance with this directive.