


<p style="text-align: center;">STRATFORD POLICE DEPARTMENT</p> 	Type of Directive: Policy and Procedure	Updated: 10/13/2021
	Title: Suspensions	No. 2.7
	Issuing Authority: Chief Joseph McNeil	Issued: 10-09-2018
	Reference: Tier One Accreditation 1.5.10	

PURPOSE:

The purpose of this policy is to establish the authority for which an employee may be relieved from duty for violating orders, rules or regulations.

POLICY:

It shall be the policy of the Stratford Police Department that the manner in which an employee may be relieved from duty be defined and a procedure set in place should an employee be relieved from duty in accordance with this policy.

PROCEDURE:

Whenever it is deemed necessary, by reason of any violation of any order, rule or regulation of the department, the commanding officer in the absence of a superior officer, may provisionally suspend from duty any subordinate member or employee pending investigation of the charges. The officer making the suspension, shall, as soon as practicable, communicate the fact in writing to the Chief of Police with all the facts in the case **(1.5.10a)**.

No member above the rank of Sergeant or head of a bureau shall be suspended from duty except by the Chief of Police **(1.5.10b)**.

In every case of suspension, the officer so ordering the same shall as soon as practicable notify the Chief of Police in writing, stating the name of the accused, the particular rule or order violated, and the specific charges against him/her, together with the names and addresses of all witnesses **(1.5.10c)**.

Any member or employee of the department under suspension shall immediately surrender their badge of office and all other departmental property in their possession, to the suspending officer, and such property shall be kept in the possession of the Division Commander of the suspended member, pending investigation of the case.

A suspended member or employee of the department will not be restored to duty pending investigation or hearing of the charges for which they were suspended, except by direction of the Chief of Police.

Resignation

No member or employee of the department shall withdraw or resign from the service unless they have given the Chief of Police not less than 7 days notice in writing of such intention, or have obtained special permission from the Chief of Police to do otherwise.

Any member or employee of the department resigning from the service without proper permission while under charges shall be, with the evidence available, tried on such charges, which shall be so amended as to include the violation of Paragraph five of this Section.

Unexplained Absence

Any unexplained absence without leave of any member or employee of the department for five days shall be deemed and held as a resignation without proper permission, and shall be treated as such.

Charges shall be preferred against any member or employee of the department resigning contrary to any of the provisions of this section, and if found guilty they shall be considered as discharged from the service, and such findings shall be so entered on the records of the department.