

WEBER COUNTY SHERIFF'S OFFICE		POLICY AND PROCEDURES	
SUBJECT: Specialty Recommended Rotation		CHAPTER/SECTION NO.: 11.7	
EFFECTIVE DATE: 10/7/03		REVIEW DATE:	
AMENDS/SUPERSEDES: See attached sheet		APPROVED: <u>**See Master File</u> Sheriff	
Standard Number: 16.2.3			

## 11.7 Policy

- 11.7.1 The Weber County Sheriff's Office believes in career development for employees. To support this belief, there is a four (4) year recommended rotation policy to guide movement within most units and specialties.
- A. Specialty assignments to multi-jurisdiction task forces such as the FBI Northern Utah Criminal Apprehension Team (NUCAT), the Weber Morgan Narcotics Strike Force (WMNSF), and the Ogden Metro Gang Unit will normally be based on a 2-3 year rotation.
- 11.7.2 Assignments that are open to all qualified employees are not considered under this policy.
- 11.7.3 The Sheriff can exempt any position based on Sheriff's Office needs.
- 11.7.4 Once an employee reaches a recommended rotation, and the decision to move the employee has been approved, the employee's supervisor, the employee, and the affected Bureau commander, will work out a reasonable transfer. A transitional training period should be conducted for the employee leaving the specialty as well as the employee selected to fill the assignment, prior to the rotation date.
- 11.7.5 The rotation is not automatic but requires an assessment of the member regarding but not

limited to, performance, effectiveness, negative effects of the assignment on personal, professional and family life; and general needs of the Sheriff's Office. The Sheriff may extend an employee's assignment at his/her discretion.

11.7.6 An employee who has served in a specialty in the past yet is selected under the selection process for another or similar specialty assignment, may serve up to the recommended amount of time before being reassessed. Employees may be selected from one specialty to another.

11.7.7 If an employee, currently in a specialty, is to be rotated out and no one applies for the position, the employee may stay for a time to be determined by Sheriff's Office needs as decided by the Sheriff.

11.7.8 The Sheriff maintains the right to assign personnel wherever he/she feels is appropriate and/or necessary for both the Sheriff's Office and/or employee.